



**RUTGERS**  
Law School

**COMMUNITY AND  
TRANSACTIONAL  
LAWYERING CLINIC**







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# OUR TEAM



**Prof. Tomica Saul**

Assistant Professor and Co-Director of the CTLC



**Monique Klitbo**

3rd Year Law Student,  
Advanced Clinical Law Student



# ABOUT THE CLINIC

01

The CTLC is a long-standing clinic at Rutgers Law School dedicated to economic justice and community development.

02

The clinic is directed by two professors and clinical law students do the legal work with pro bono clients

03

The clinic runs on a semester basis which means no clinic work in the summers and there are breaks between semesters.



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# WHAT WE DO



Our clients are small businesses, solo-preneurs or sole-proprietors and artists, freelancers



## Transactional Legal Help

- Incorporating Your Business
- Hiring Employees
- Drafting Contracts
- Regulatory Guidance
- Partnership Agreements
- Intellectual Property
- Financing/Exit Strategies



# IDEAL CLIENTS



## Need a Helping Hand

You must demonstrate that you have a transactional legal issue that we can address within our semester.



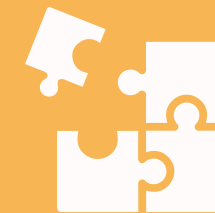
## Business Potential

We want to see that you are engaged in business operations or if you are pre-formation, we like to see business plans.



## Collaborative and Responsive

We only have 12-14 weeks to complete the work. This requires responsiveness from our clients.



## Relevant to our Coursework

The client work touches upon an issue the students are learning in class. Some issues may be outside of our scope.

# APPLICATION AND SELECTION

We accept applicants in January, August and on a rolling basis during the semester.

Application



Intake Interview




Client Selection



Application





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Community and Transactional Lawyering Clinic

Prospective Client Application Form

\*

Required

Client Information

Please provide us with information about you

1. Contact Name

\*

Enter your answer

2. Contact Email Address

\*

Enter your answer

3. Contact Phone number 

\*

Enter your answer

4. Contact Address 

\*



# WORKING WITH THE CLINIC



- Must already be a business or plan on forming
- 14 week timeframe, pause for summer and school breaks
- Typical lawyer/client relationship
- *Pro Bono*, but you must pay for your own filings or applications if applicable
- You and your clinical law student determine your schedule
- The pace of the clinic can be slow
- You can return in future semesters without re-applying
- Either party can end representation



**Q&A**