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## Teresa Leung Paralegal

T 604.640.4015 F 604.687.1415 Vancouver <u>TLeung@blg.com</u> Real Estate Project Development

Teresa assists with real estate transactions, focusing on residential and mixed-use strata developments. She facilitates purchase, sale and mortgage transactions by:

- conducting due diligence searches and reviews of charges on title
- preparing preliminary reports on title
- preparing transfer/mortgage documents
- liaising with clients, real estate agents, bankers and government authorities
- electronic filing of land documents at the Land Title Office
- preparing final reports to clients and opinion letters to lenders

### Education

• Legal Secretary Certificate, Vancouver Community College, 1984



• BA (Business Administration), Simon Fraser University, 1983

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