



## Phyllis Wan

Paralegal

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Phyllis assists the firm's lawyers and clients with commercial, corporate and tax transactions. This includes amalgamations, asset purchases, share purchases as well as domestic and offshore corporate and tax reorganizations.

Phyllis's scope of knowledge includes business corporation legislation in Canada and British Columbia that is specific to corporations, trusts, societies, partnerships and other entities.

Among her duties, Phyllis monitors the annual maintenance and registrations of partnerships, trusts and charitable and non-profit organizations.

Additionally, she also assists with the:

- closing of transactions
- incorporation, organization and due diligence reviews of corporations
- extra-provincial registrations of entities in all Canadian provinces and territories

## Education

- Legal Assistant Certificate, Vancouver Community College, 2002

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