



## Transactional Paralegal

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tina@eisnerlaw.com  
T 310.855.3200

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### Practice Focus

Corporate

### Education

California State University,  
Northridge, B.S.

## Representative Experience

Tina supports the Firm's clients across various industries with their corporate and intellectual property transactions. With respect to the Firm's corporate practice, Tina's work focuses on a variety of matters such as the preparation and filing of documents required for the formations, dissolutions, amendments, and reorganizations of various business entities (including corporations and LLCs) in various jurisdictions; corporate compliance and governance; coordinating closing transactions; legal research; and working with various local, state, federal, and international agencies in matters related to our clients' business transactions.

Additionally, Tina oversees the coordination and maintenance of our clients' trademark portfolios. Her responsibilities include conducting trademark clearance and copyright searches; preparing and prosecuting U.S. trademark applications, affidavits, and renewals; filing U.S. copyright applications; preparing and filing trademark assignments; reviewing chain of title documents; and tracking and governance of domestic and international trademarks.

Tina joined the Firm in 2008.

## Certifications

California Notary Public