DAVIES



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Expertise
Corporate

As a senior paralegal in the Corporate Services Group, Sabrina is responsible for maintaining the records of federal and Québec corporations.

She prepares documents for legal persons and partnerships including registrations, incorporations, amendments, amalgamations, dissolutions, continuances, rollovers, estate freezes and arrangements. Sabrina coordinates all requests for similar filings in jurisdictions outside of Québec.

She prepares closing agendas and drafts and assembles documents required for the closing of transactions. She reviews minute books, unanimous shareholders' agreements and audit reports. Sabrina also trains junior paralegals for the Corporate Services Group.

EDUCATION

O'Sullivan College, Paralegal Technology DEC, 1997

PROFESSIONAL AFFILIATIONS

Canadian Association of Paralegals