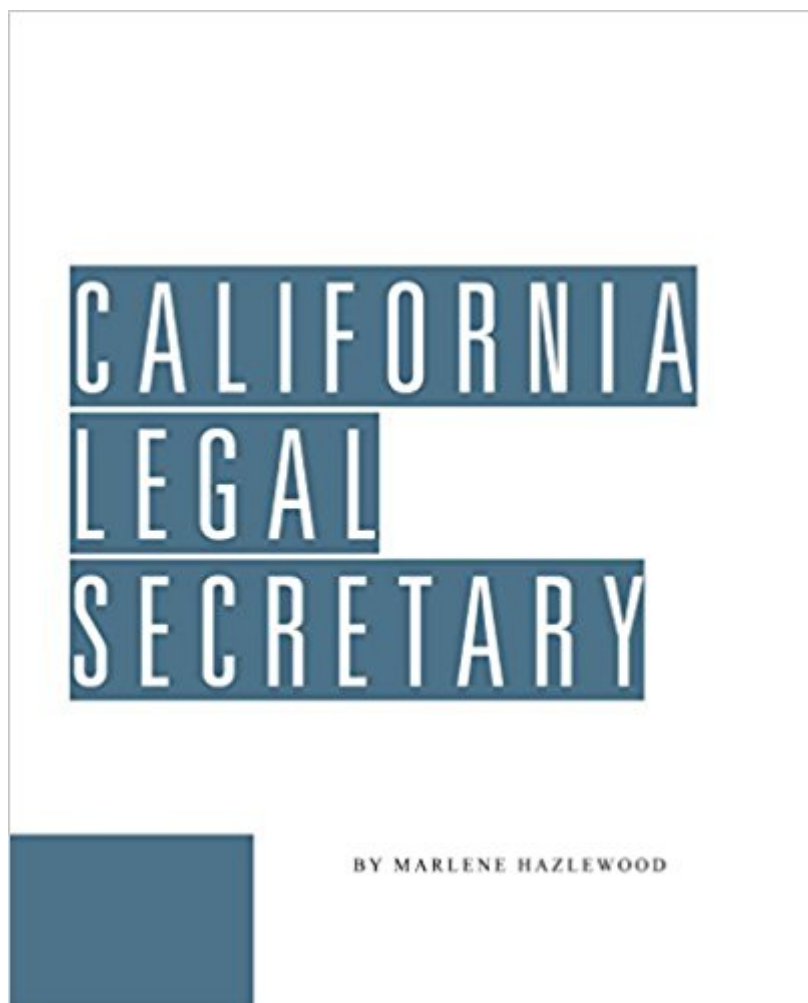


The book was found

California Legal Secretary



Synopsis

Complete and comprehensive guide to California legal procedures. Definitions, background information, step-by-step guidelines, statements of procedure and sample forms. In-depth coverage of eight practice areas: civil litigation, federal proceedings, family, real property, corporations, landlord/tenant, and wills and probate. California Legal Secretary is the most complete reference book I have yet to see in my 12 years as a legal secretary." - J. Monroe, Costa Mesa, CA Filing procedures are seldom found in either traditional practice guides, or on the Web. Colleagues with experience in the area may be unavailable. Courts clerks are hard to reach. When you need ready and reliable answers to procedure questions, turn to Marlene Hazlewood's California Legal Secretary. Written specifically for those who have to quickly prepare and file legal documents. Hundreds of attorneys and paralegals own and rely on California Legal Secretary. They use the book to quickly find the specific nuts and bolts how-to information that is seldom found in traditional practice guides. Here, in one affordable book, are detailed procedures and model forms to speed and simplify your court filings and transactions. Hundreds of completed forms are supplied - in both print and digital formats - for the most common types of litigation and transactions. Written in plain English, with no confusing statutory language or legalese, the instructions are given in quick-reading outline format with no extra law to wade through-only the rules and procedures you need. The forms are completed so you know what to place where, and memory-prodding checklists keep you from omitting any key steps. For a complete and comprehensive guide to California legal procedures, turn to California Legal Secretary. Find definitions, background information, step-by-step guidelines, statement of procedure and plenty of sample forms to help you file documents correctly the first time.

Book Information

Hardcover: 766 pages

Publisher: James Publilshing (2015)

Language: English

ISBN-10: 0938065130

ISBN-13: 978-0938065135

Product Dimensions: 3.8 x 12.2 x 12.2 inches

Shipping Weight: 1.6 pounds

Average Customer Review: 5.0 out of 5 starsÂ Â See all reviewsÂ (3 customer reviews)

Best Sellers Rank: #1,149,425 in Books (See Top 100 in Books) #58 inÂ Books > Law > Law

Customer Reviews

This book is still published and updated annually through James Publishing in Costa Mesa, California. You may access their website at jamespublishing.com.

I have been looking for this for years. It is an excellent resource for beginning lawyers and secretaries and answers most questions on California procedure as well as including applicable forms.

Fantastic. :)

[Download to continue reading...](#)

California Legal Secretary The Legal Secretary: Fernandez, Payne & Webster California Rules of Court - State, 2015 ed. (Vol. I, California Court Rules) (California Rules of Court. State and Federal) Their Virgin Secretary, Masters of MÃƒÂ©nage, Book 6 Belonging to the Billionaire: (She Turned Him Into a Bimbo Secretary - a gender transformation novel) Legal Thriller: Predatory Kill: A Brent Marks Legal Thriller (Brent Marks Legal Thrillers Book 2) Legal Thriller: The Spy Files, A Courtroom Drama: A Brent Marks Legal Thriller (Brent Marks Lawyer Legal Thrillers Series Books Book 7) English Legal System with Legal Method, Skills & Reasoning SAVER: Learning Legal Skills and Reasoning Legal Theory and the Legal Academy: Volume III (The Library of Essays in Contemporary Legal Theory) California Indian Baskets: San Diego to Santa Barbara and Beyond to the San Joaquin Valley, Mountains and Deserts (Indian Baskets of California and Oregon, Vol. II) California Fruit & Vegetable Gardening: Plant, Grow, and Eat the Best Edibles for California Gardens (Fruit & Vegetable Gardening Guides) California Family Laws and Rules, 2016 ed. (California Desktop Codes) California Contractor's DESKTOP GENERAL COUNSEL What You Need To Know About California Construction Law California Construction Law and Public Contracting in California: A Primer in how NOT to get Screwed La frontera misional dominica en Baja California (Coleccion Baja California, nuestra historia) (Spanish Edition) Las fundaciones misionales dominicas en Baja California, 1769-1822 (Coleccion Baja California, nuestra historia) (Spanish Edition) Your California Wills, Trusts, & Estates Explained Simply: Important Information You Need to Know for California Residents (Back-To-Basics) Your California Will, Trusts, & Estates Explained Simply: Important Information You Need to Know for California Residents California Notary Public Fines and Penalties Cheat Sheet (2016): California State Approved Everybody's

Guide to Small Claims Court in California (Everybody's Guide to Small Claims Court. California Edition)

Contact Us

DMCA

Privacy

FAQ & Help