**PARTNERSHIP**

**INSTRUCTION**

TO: JAY CHAUHAN

 Barrister and Solicitor

 330 Highway 7 East, Suite 309

 Richmond Hill, Ontario

 L4B 3P8

 Telephone: (905) 771-1235

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1. Full names, addresses, and telephone numbers of the parties who will be partners:

Name: Name:

Address: Address:

Phone: Phone:

2. Type of business to be conducted:

3. Commencement date of partnership:

4. Address where partnership records and accounts will be kept:

5. Partnership name:

6. Financial or other contribution of each partner:

Name: Name:

Amount: Amount:

7. Name and address of Bank:

8. Parties authorized to sign the cheques:

9. Partnership interest for profits and losses:

Name: Name:

% Interest: % Interest:

10. Names of partners who will work full time:

11. Salaries to be paid, if any:

Name: Name:

Salary: Salary:

12. Fiscal year end of the partnership:

13. Name, address, and telephone number of the accountant:

14. In the event of dissolution of partnership, please state if any one or more partners will be entitled to use of the partnership name:

15. If any partner dies, please state if the remaining partners are to be given the right to acquire his partnership interest and if so, for what value, and the manner of payment to the executors of the deceased partner:

16. Please state if the partners will have insurance on the lives of the other partner to ensure that there will be immediate cash available to buy out the share of the deceased partner; and if so, state the name of the insurance company, agent, and his address and telephone number:

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Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Client’s Signature

I understand that this document has been developed for the purpose of organizing the information necessary for my matter. I understand that by filling out this form I have not retained your services. Until I have signed a Retainer Agreement pursuant to the above matter, the Law Office of Jay Chauhan is not obliged to advise or act on my matter. I understand that I can send this document by fax, email or other means but **only** if instructed to do so by your office. I understand that some of the information contained may be confidential, and should I send this to your office without instruction to do so, I cannot hold you liable by any means.