

203 Terms and Conditions of Business

Charities

- 26 Charity – Amendment to Memorandum & Articles – Company Limited by Guarantee
- 28 Charity – Amendment to Constitution – Charitable Incorporated Organisation (CIO)
- 29 Charity – Amendment to Constitution – Trust Deed
- 30 Charity – Amendment to Constitution – Unincorporated Association
- 31 Charity – Establishment of a Charitable Incorporated Organisation (CIO)
- 32 Establishment of Charity - Company Limited by Guarantee
- 33 Establishment of Charity – Trust
- 34 Establishment of Charity – Unincorporated Association
- 90 Charity – Fundraising Advice
- 91 Charity – Commercial Participation Agreement
- 92 Charity – Incorporation of Trading Subsidiary
- 93 Charity – Advice on Trustees’ Duties
- 94 Charity – Professional Fundraiser Agreement

Commercial

- 100 Non-Competition Agreement – Covenantor
- 120 Agency Agreement
- 121 Distribution Agreement
- 122 Option Agreement – Optionor
- 123 Option Agreement – Optionee
- 124 Franchise Agreement – Franchisor
- 125 Franchise Agreement – Franchisee
- 126 Consultancy Agreement
- 127 Management Services Agreement
- 128 Preparation of Standard Terms and Conditions of Business
- 130 Non-Competition Agreement – Benefiting Party
- 131 Non-Disclosure/Confidentiality Agreement – Discloser
- 132 Non-Disclosure/Confidentiality Agreement – Recipient
- 133 Non-Disclosure/Confidentiality Agreement – Joint Obligations
- 134 Purchase of Business – Assets
- 135 Sale of Business – Assets
- 136 Loan Arrangements – Borrower
- 137 Loan Arrangements – Lender
- 138 Receivables Finance (Factoring) – Assignor
- 139 Receivables Finance (Factoring) – Factoring Agent
- 149 Advice on Conduct of Business
- 150 Purchase of Business – Shares
- 151 Sale of Business – Shares
- 153 Preparation of Disclosure Letter on Sale of Business Assets
- 154 Preparation of Disclosure Letter on Sale of Shares in a Company
- 155 Warranties and Indemnities on Sale of Business – Employment
- 156 Warranties and Indemnities on Sale of Business – Pensions
- 157 Warranties and Indemnities on Sale of Business – Intellectual Property
- 158 Guarantee and Indemnity Agreement – Benefiting Party
- 89 Guarantee and Indemnity Agreement - Covenantor
- 159 Sale of Goodwill
- 160 Purchase of Goodwill
- 161 Joint Venture Agreement

Corporate

- 17 Incorporation of Limited Liability Partnership
- 18 Incorporation of Private Company
- 19 Incorporation of Public Limited Company
- 20 Acting as Registered Office for Company
- 21 Preparation of Members Agreement – LLP
- 22 Preparation of Members Agreement – Member
- 23 Preparation of Shareholders Agreement – Company
- 24 Preparation of Shareholders Agreement – Member
- 25 Preparation of Amending Agreement/Deed – General
- 27 Amendment to Memorandum & Articles – Business Companies
- 35 Preparation of Commercial Agreement – General
- 36 Preparation of Partnership Deed
- 88 Consolidation or Sub-Division of Shares
- 89 Guarantee and Indemnity Agreement – Covenantor
- 140 Consolidated to Memorandum & Articles of Association
- 141 Requisition for EGM
- 142 Amendment to Memorandum & Articles – New Share Class
- 143 Amendment to Memorandum & Articles – Variation of Share Rights
- 144 Advice on Directors’ Duties
- 145 Removal of Director
- 146 Company Secretarial Advice and Company Administration
- 147 Resolutions to be passed
- 148 Advice on Corporate Governance
- 152 Preparation of Statutory Declaration/Affidavit

Disengagement/Ceasing to Act

- 204 Client Instructs to Cease Acting
- 205 Withdrawal of Services

Employment Law

- 163 Tribunal Representation – Employer
- 164 Tribunal Representation – Employee
- 165 Standard Form Employment Contract
- 166 Standard Form Memorandum of Terms of Employment
- 167 Employee Handbook
- 168 Specific Contract – Employer
- 169 Specific Contract – Employee
- 170 Specific Memorandum of Terms – Employer
- 171 Specific Memorandum of Terms – Employee
- 172 Executive Contract – Employer
- 173 Executive Contract – Executive
- 174 Advice on Rights
- 175 Director Service Contract – Company
- 176 Director Service Contract – Director

Family Law

- 12 Preparation of Cohabitation Agreement
- 13 Preparation of Marriage Contract
- 14 Preparation of Marital Separation Agreement
- 15 Preparation of Civil Partnership Contract
- 16 Preparation of Civil Partnership Separation Agreement
- 37 Divorce Proceedings – Non-Contentious
- 38 Divorce Proceedings – Petitioner
- 39 Divorce Proceedings – Respondent
- 40 Variation Order – Applicant

- 41 Variation Order – Respondent
- 162 Mediation

Immigration and Naturalisation

- 177 Business – Investor
- 178 Business – Entrepreneur
- 179 Business – Highly Skilled Migrant
- 180 Indefinite Leave to Remain in the UK – Marriage
- 181 Indefinite Leave to Remain in the UK – Civil Partnership
- 182 Indefinite Leave to Remain in the UK – Proposed Marriage
- 183 Indefinite Leave to Remain in the UK – Proposed Civil Partnership
- 184 Indefinite Leave to Remain in the UK – Employment
- 185 Indefinite Leave to Remain in the UK – Lawful Residence
- 186 Indefinite Leave to Remain in the UK – Unlawful Residence
- 187 Indefinite Leave to Remain in the UK – Exempt Persons
- 188 Indefinite Leave to Remain in the UK – Dependent Relatives
- 189 Business – Post-Study Work
- 190 Business – Sponsored Skilled Workers
- 191 Business – Ministers of Religion
- 192 Business – Sports People
- 193 Student
- 194 Youth Mobility
- 195 Business – Permit-Free Employment
- 196 Temporary Religious Worker
- 197 Business – Business Visitor
- 198 Personal – Visitor
- 199 Visa Extension
- 200 Citizenship
- 201 Humanitarian Claims
- 202 Appeals

Insolvency

- 109 Personal – Debtor
- 110 Personal – Creditor
- 111 Company – Debtor
- 112 Company – Creditor
- 113 Partnership – Debtor
- 114 Partnership – Creditor
- 115 Partnership – Partner
- 116 Company Voluntary Arrangement – Debtor
- 117 Individual Voluntary Arrangement – Debtor
- 118 Partnership Voluntary Arrangement – Debtor
- 119 Litigation

Litigation (Commercial and Criminal)

- 42 Claim – Defendant
- 43 Claim – Claimant
- 44 Claim – Pre-Litigation
- 45 Arbitration – Defendant
- 46 Arbitration – Claimant
- 47 Cross-Claim – Claimant
- 48 Cross-Claim – Defendant
- 49 Mediation – Defendant
- 50 Mediation – Claimant
- 51 Third Party Claim – Claimant
- 52 Third Party Claim – Defendant
- 105 Non-Party Appearances
- 106 Highway Act Offences
- 107 Summary Conviction

- 108 Indictable Offence
- 129 Commercial – Debt Recovery

Private Client

- 1 Preparation of Codicil
- 2 Estate Planning
- 3 Preparation of Deed of Variation – Beneficiary
- 4 Preparation of Deed of Variation – Estate
- 5 Letters of Administration
- 6 Letters Probate
- 7 Preparation of Medical Directive
- 8 Preparation of Power of Attorney
- 9 Preparation of Amendment to Trust Deed
- 10 Preparation of Trust Deed
- 11 Preparation of Will
- 101 Disputed Estate (Estate Side)
- 102 Estate Administration
- 103 Disputed Estate – Claimant
- 104 Trust Management

Property

- 53 Freehold – Residential Purchase
- 54 Freehold – Residential Sale
- 55 Residential Mortgage – Borrower
- 56 Residential Mortgage – Lender
- 57 Discharge of Mortgage
- 58 Leasehold – Commercial Purchase
- 59 Leasehold – Commercial Sale
- 60 Freehold – Commercial Purchase
- 61 Freehold – Commercial Sale
- 62 Commercial Lease – Landlord
- 63 Commercial Lease – Tenant
- 64 Residential Tenancy – Landlord
- 65 Residential Tenancy – Tenant
- 66 Assured Shorthold Tenancy – Landlord
- 67 Assured Shorthold Tenancy – Tenant
- 68 Home Information Pack
- 69 Leasehold – Residential Purchase
- 70 Leasehold – Residential Sale
- 71 Property Dispute – Pre-Litigation – Defendant
- 72 Property Dispute – Pre-Litigation – Disputant
- 73 Grant of Easement – Grantor
- 74 Grant of Easement – Grantee
- 75 Grant of Right-of-Way – Grantor
- 76 Grant of Right-of-Way – Grantee
- 77 Release of Easement – Releasor
- 78 Release of Easement – Releasee
- 79 Release of Right-of-Way – Releasor
- 80 Release of Right-of-Way – Releasee
- 81 Title Advice
- 82 Assignment of Lease by Tenant – Assignor
- 83 Assignment of Lease by Tenant – Assignee
- 84 Assignment of Lease by Tenant – Consent by Landlord
- 85 Assignment of Lease by Landlord – Assignor
- 86 Assignment of Lease by Landlord – Assignee
- 87 Assignment of Lease by Landlord – Tenant’s Notice

Speciality

- 97 Instructions to Counsel
- 98 Instructions to Third Party Advisor

File Administration

- 207 Fee Status on Estimated Fee
- 208 Fee Status on Maximum Fee
- 206 Fee Status on Agreed Fee
- 209 Fee Status on Change in Hourly Rate
- 210 File Closing Provisions
- 211 Right to Cancel Engagement

Taxation

- 95 Preparation of Trust Tax Return
- 96 Non-Resident Landlords
- 99 Warranties and Indemnities on Sale of Business

If you have any feedback or suggestions about Contract Engine, please email us at: info@bizezia.com or call us on +44 (0)1444 884220.