Entrepreneurship Clinic
Research Training

Julianne Odin
Student Services Librarian
jodin@sandiego.edu
619.260.4600 x2875
Legal issues for businesses

- Create business plan
- Find and register business name
- Structure business entity
- Site selection, zoning, permits & licenses
- Taxation
- Employment
- Intellectual property
Resources

- Government websites – state, county & city
- Other local resources
- Treatises and practice guides
- Databases with useful business-related resources
  - Cooley GO
  - CEB Pro
  - Bloomberg Law
  - Practical Law (Westlaw) & Practical Guidance (Lexis)
Government Websites
State of Delaware

Division of Corporations:
https://corp.delaware.gov/
Corporate Forms and Certificates

You may select your corporate forms by ENTITY TYPE, by DOCUMENT TYPE, or you may select UCC FORMS.

All requests are returned regular USPS mail. Please provide an express mail account number with your order for Fed-X or UPS express service return.

Related Topics: Certificates, Corporate Forms

https://corp.delaware.gov/corpforms/
The Delaware Division of Corporations has all forms available online in PDF format. This requires the use of Acrobat Reader Version 6.02 or higher to save our forms to your local drive. These forms pass the Adobe Accessibility Standard, 508 Federal Standards and WCG Guidelines. This may be downloaded free of charge from Adobe Systems.

Please note: The forms on our website are to be used as a template only. They contain basic information and the common executions required by statute and will not fit every situation. You may draft your own document to change the execution or add additional information permitted by statute. If you need assistance with drafting a document, it is recommended you seek legal counsel. Our office cannot provide legal advice.

- Filing and Certification Cover Memos
- New Entities
- Amendments
- Dissolutions and Cancellations
- Mergers
- Revivals
- Corrections
- Change of Agents
- Conversions
- Name Reservation Applications
- LLP/LLLP Annual Reports

https://corp.delaware.gov/formsdoctype09/
The Division of Corporations provides these forms as a general guide. Delaware law requires every business entity to maintain a registered agent in Delaware. The Division works closely with the registered agents that provide incorporating services and we encourage the users of this webpage to contact one of the registered agents for additional information. For your convenience, these forms are available for download in PDF format. Please submit your request with the appropriate fees and cover memo.

- Filing Cover Memo Complete and submit with document
- Stock Certificate of Incorporation
- Stock Certificate of Incorporation-Director Liability
- Public Benefit Corporation
- Non-stock Certificate of Incorporation
- Exempt Corporation (non-profit)
- Close Corporation
- Foreign Corporation Qualification
- Limited Liability Company Formation
- Limited Liability Company Registered Series Formation
- Foreign Limited Liability Company
- Limited Partnership Formation
- Limited Partnership Registered Series Formation
- Foreign Limited Partnership
- Statutory Trust
- Foreign Statutory Trust
- Limited Liability Partnership
- Foreign Limited Liability Partnership
- Statement of Partnership Existence

https://corp.delaware.gov/newentit09/
Corporate Fee Schedule

We have a list of fees for your convenience.

Please contact our office at (302) 739-3073 and select option 0 with any questions regarding these fee schedules.

- Corporate Fee Schedule (IMPORTANT: Statutory Trust Fees will Increase on August 1, 2018. Click here for more information.)
- UCC Forms and Fee Information

The Division of Corporations now has filing fee calculators for stock entities that can be used for new companies. Please choose the calculator that is appropriate for your stocks par value type:

- Stock with Par Value
- Stock with No Par Value

You may utilize our Franchise Tax Calculator for estimating Franchise Tax due March 1st.

Related Topics: corporate filings fees, fee schedule, fees for filing documents, filing fees
State of California

- CA Secretary of State Business Programs
  - Starting a Business
  - Tax Information
- Governor’s Office of Business and Economic Development
  - Form a Business
  - Small Business Program
  - CalGold – identifies necessary permits
Hot Topics

1. Corporation Formations File Online
2. LLC Statements of Information File Online
3. Corporation Statements of Information File Online
4. Register or Terminate a Business
5. Corporate Filing Tips
6. Limited Liability Company Filing Tips
7. Forms, Samples and Fees for Business Entities
8. Business Search with Free Images
9. Current Processing Dates for Business Filings
10. Delinquency and Penalty Notices
11. Suspension/Forfeiture Notices
12. FTB Administrative Dissolution/Surrender Notice

Business Entities

More about Business Entities

California Business Connect Project

More about CBC
News & Notices, Customer Alerts and Processing Times

- **News & Notices**: Get the latest information about changes affecting business conducted with the Business Programs Division.
- **Customer Alerts**: Get the latest information about confirmed scams against Californians and businesses in the State of California, and what you can do if you have been a victim of a scam.
- Get the current processing dates for Business Entities and determine which method of submission meets your needs.

Online Services

Over 140 Business Filings, Name Reservations, and Orders for Certificates of Status and Certified Copies of Corporations, Limited Liability Companies and Limited Partnerships available [online](http://www.sos.ca.gov/business-programs/business-entities/).

The Business Entities Section of the Secretary of State’s office processes filings, maintains records and provides information to the public relating to business entities (corporations, limited liability companies, limited partnerships, general partnerships, limited liability partnerships and other business filings).

- **Service Options**: Options for online searches and filings, document processing and information requests (for certificates, copies and status reports)
- **Name Reservations**: Corporation, limited liability company and limited partnership name reservations
- **Forms, Samples & Fees**: Forms, document samples and associated fees
- **Statements of Information** (annual/biennial reports): Corporation and Limited Liability Company statements of information, Common Interest Development Association statements and Publicly Traded Disclosure statements
- **Filing Tips**: Tips for filing most corporation, limited liability company and limited partnership documents
- **Information Requests**: Orders for certificates, copies and status reports
- **Service of Process**: Substituted service of process
- **FAQs**: Answers to the most frequently asked business entity questions
- **Victims of Corporate Fraud Compensation Fund**: Restitution to victims of corporate fraud

General provisions governing most business entities are found in the [California Corporations Code](http://www.sos.ca.gov/business-programs/business-entities/).
The Secretary of State offers two options for submitting business entity filings depending on your entity and filing type.

1. File Online - Fastest Service

The business entity filings can be submitted directly [online](http://www.sos.ca.gov/business-programs/business-entities/forms/).

Over 140 Business Filings, Name Reservations, and Orders for Certificates of Status and Certified Copies of Corporations, Limited Liability Companies and Limited Partnerships available [online](http://www.sos.ca.gov/business-programs/business-entities/forms/).

2. File by Mail or In Person

All business forms can be submitted by mail or in person. Locate the form that you would like to submit and follow the instructions. Information regarding our address and business hours can be found on the [Contact Information - Business Entities](http://www.sos.ca.gov/business-programs/business-entities/forms/) webpage.

### Locate Your Form

1. **Corporation - California (Domestic)**
2. **Corporations - Foreign (Out-of-State or Out-of-Country)**
3. **Statement of Information**
4. **Limited Liability Companies - California (Domestic)**
5. **Limited Liability Companies - Foreign (Out-of-State or Out-of-Country)**
6. **Limited Liability Companies - Statement of Information**
7. **Limited Partnership - California (Domestic)**
8. **Limited Partnership - Foreign (Out-of-State or Out-of-Country)**
9. **General Partnership**
10. **Limited Liability Partnership**
11. **Other Business Filings**
12. **Business Records**
<table>
<thead>
<tr>
<th>California Corporations</th>
<th>Online Submissions</th>
<th>California Corporations PDF Forms</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Filing Tips)</td>
<td>File Online for faster response</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Articles of Incorporation - General Stock</td>
<td>ONLINE</td>
<td>Form ARTS-GS (PDF)</td>
<td>$100.00</td>
</tr>
<tr>
<td>2. Articles of Incorporation - Close</td>
<td>ONLINE</td>
<td>Form ARTS-CL (PDF)</td>
<td>$100.00</td>
</tr>
<tr>
<td>3. Articles of Incorporation - Professional</td>
<td>ONLINE</td>
<td>Form ARTS-PC (PDF)</td>
<td>$100.00</td>
</tr>
<tr>
<td>4. Articles of Incorporation - Nonprofit Mutual Benefit</td>
<td>ONLINE</td>
<td>Form ARTS-MU (PDF)</td>
<td>$30.00</td>
</tr>
</tbody>
</table>

https://www.sos.ca.gov/business-programs/business-entities/forms/corporations-california-domestic
Thank you for your interest in registering a business with the California Secretary of State’s office. The Secretary of State supports California businesses by registering business entities and processing millions of filings and records requests each year.

There are several key steps to launching a business in the state of California. These steps will vary according to the type of business you intend to start and the county and city in which the business will be located. Therefore, be sure to check specific rules and regulations within the county and city in which you want to conduct business, and any other agency’s requirements regarding zoning, licensing, employment, permits and taxes. The “Starting a New Business in California” brochure should be used as a general tool to help you broadly assess how to start a business in California, not as a direct step-by-step guideline. In order to maintain your business, there may be recurring reporting, fees, taxes and filings that the business must provide to state, local, and federal agencies.

![Click the image to download the Starting A New Business Brochure PDF](http://www.sos.ca.gov/business-programs/business-entities/starting-business-checklist/)

![Click the image to download the Starting A New Business Checklist PDF](http://www.sos.ca.gov/business-programs/business-entities/starting-business-checklist/)

- 1. Prepare and Plan (do market research and create an outline of your business)
- 2. Secure Financing (if necessary)
- 3. Choose an Entity Type (e.g., LLC, Corporation, LP, LLP, GP, or Sole Proprietorship) and Business Name
- 4. Register Your Business with the Secretary of State (LLC, Corporation, LP, LLP or GP)
- 5. Register a Fictitious Business Name (if necessary)
- 6. Choose a location and check local zoning regulations
- 7. Obtain specialty licenses and permits (if necessary)
- 8. Employer Responsibilities (if necessary: EIN Number, workers’ compensation, etc.)
- 9. Tax Information (FTB, CDTFA, EDD, IRS, BOF)
- 10. Ongoing Secretary of State Filing Requirements (if necessary)

Business Search

The California Business Search provides access to available information for corporations, limited liability companies and limited partnerships of record with the California Secretary of State, with free PDF copies of over 17 million imaged business entity documents, including the most recent imaged Statements of Information filed for Corporations and Limited Liability Companies.

Currently, information for Limited Liability Partnerships (e.g. law firms, architecture firms, engineering firms, public accountancy firms, and land survey firms), General Partnerships, and other entity types are not contained in the California Business Search. If you wish to obtain information about LLPs and GPs, submit a Business Entities Order paper form to request copies of filings for these entity types. Note: This search is not intended to serve as a name reservation search. To reserve an entity name, select Forms on the left panel and select Entity Name Reservation ? Corporation, LLC, LP.

Basic Search

A Basic search can be performed using an entity name or entity number. When conducting a search by an entity number, where applicable, remove "C" from the entity number. Note, a basic search will search only ACTIVE entities (Corporations, Limited Liability Companies, Limited Partnerships, Cooperatives, Name Reservations, Foreign Name Reservations, Unincorporated Common Interest Developments, and Out of State Associations). The basic search performs a contains ?keyword? search. The Advanced search allows for a ?starts with? filter. To search entities that have a status other than active or to refine search criteria, use the Advanced search feature.

Advanced Search

An Advanced search is required when searching for publicly traded disclosure information or a status other than active.

An Advanced search allows for searching by specific entity types (e.g., Nonprofit Mutual Benefit Corporation) or by entity groups (e.g., All Corporations) as well as searching by ?begins with? specific search criteria.

Disclaimer: Search results are limited to the 500 entities closest matching the entered search criteria. If your desired search result is not found within the 500 entities provided, please refine the search criteria using the Advanced search function for additional results/entities. The California Business Search is updated as documents are approved. The data provided is not a complete or certified record.

Although every attempt has been made to ensure that the information contained in the database is accurate, the Secretary of State's office is not responsible for any loss, consequence, or damage resulting directly or indirectly from reliance on the accuracy, reliability, or timeliness of the information that is provided. All such information is provided "as is." To order certified copies or certificates of status, (1) locate an entity using the search; (2) select Request Certificate in the right-hand detail drawer; and (3) complete your request online.

https://bizfileonline.sos.ca.gov/search/business
This website assists you in finding appropriate permit information for your business. It also provides contact information for the various agencies that administer & issue these permits.
Doing Business
Fix, Plan + Build

Incentives and programs are available to help launch, grow and expand your business, and provide support for homeowners and contractors to get work done.

Get It Done

1. I Need To...
   Apply for

2. Apply...
   Business License

3. Apply Now
   Apply for a business tax certificate

Download the Get It Done App

Plan

Start a Business
Find regulations and documents needed to build your company in the City of San Diego

Bid on a Contract
Become a vendor for the future projects

Explore Incentives

https://www.sandiego.gov/doing-business
Fix

Set Up Utilities
Establish water and sewer services and understand your bill

Renovations and Remodels
Learn about the construction process for homeowners, including zoning, permits and inspections

Get Permits
Submit permits online for gas, electrical, mechanical and plumbing projects

Build

Go Green
Incorporate energy-efficient and water-saving practices into your business operations

Learn about Zoning
Find zoning designations according to the City's Land Development Code

Track Your Project (OpenDSD)
View permit activity and search project status by name or address

https://www.sandiego.gov/doing-business
Ten Key Steps to Starting a Business
(For Businesses Within the City of San Diego limits)

Read the full version: 10 Key Steps to Starting a Business
Spanish version: 10 Pasos Clave Para Iniciar Su Negocio

There are several key steps to starting a business in the City of San Diego. The steps may vary depending on the type of business you intend to start. Following the 10 Key Steps to Starting a Business will give you a general idea and help the process run smoothly.

Many steps can be researched and processed online through the websites listed, saving you the time of calling or visiting department or agency offices. The City’s Central Library and all branches provide internet access during library hours.

Get Basic Information with help from the City of San Diego Public Library.

1. Select a site and determine zoning by visiting the Zoning Portal. Site permit requirements with help from the OpenCounter Online Business Portal. If you plan to operate out of your home, obtain information about requirements for Home Occupation. For new construction or questions about the development process, please contact the Development Services Department.

2. Determine a Business Name and register at County of San Diego, Assessor/Recorder/County Clerk’s Office.

3. Create a Business Plan with help from the Small Business Development Centers (SBDC) South San Diego, North San Diego and U.S. Small Business Administration.

4. Determine the Business Activity Type from the list provided by the Office of the City Treasurer’s Business Tax Certification application.

5. Determine the Legal Structure of the business.

6. Obtain any special licenses and permits. (Read more about this in the full version of 10 Key Steps.)

7. Get tax information from the California Tax Information Center, and the Internal Revenue Service.

8. Learn about Employer Responsibilities at the City level (Earned Sick Leave and Minimum Wage Ordinance) from the Office of the City Treasurer. Learn about Employer Responsibilities at the State and Federal levels from the Employment Development Department and Internal Revenue Service.

9. Apply for a Business Tax Certificate (Business License) from the Office of the City Treasurer, Business Tax Division.

https://www.sandiego.gov/economic-development/business
Beginning on Tuesday, July 6, 2021 The Office of the City Treasurer’s main lobby located at 1200 Third Ave will reopen for all walk-in payments. Lobby hours for walk-in payments will be limited to Tuesdays and Thursdays from 9:00am-1:00pm. Registration of new Business Tax accounts, Cannabis Business Tax deposits, Delinquent Account payments, and renewals and new Police Business Permits will be administered via appointment only.

- Business Tax and Police Business Permit appointments click here.
- Cannabis Business Tax Deposits appointments email cannabistax@sandiego.gov or call 619-615-1580
- Delinquent Account payment appointment call 619-744-3100

https://www.sandiego.gov/treasurer
Features

- Short-Term Residential Occupancy
- Cannabis Business Tax

Online Payments

- Business Tax Online
- Rental Tax Online
- Parking Citation Online (Pay Cite)
- TOT/TMD Fees Online
- Delinquent Account Online
- Water & Sewer Bill Online (Customer Care Center)

NOTE: In addition to online payments, other payment methods are available. Past due accounts that have been referred to the Office of the City Treasurer for collection can only be paid through the Delinquent Accounts Program.

City Taxes and Fees

- Business Tax/Rental Unit Business Tax
- Cannabis Business Tax
- Transient Occupancy Tax (TOT)/Tourism Marketing District (TMD)

Other Agency Taxes

These other agency taxes are NOT administered by the City of San Diego.

- Sales and Use Tax
- Property Taxes
- Income and Payroll Taxes
- Federal Taxes

https://www.sandiego.gov/treasurer
Minimum Wage

(Updated Jan. 19, 2022)

Effective Jan. 1, 2022, the City’s minimum wage will increase to $15.00 per hour.

The City of San Diego’s Earned Sick Leave and Minimum Wage Ordinance, San Diego Municipal Code (SDMC) Chapter 3, Article 9, Division 1 became effective on July 11, 2016. It is applicable to employees who perform at least two (2) hours of work in one or more calendar weeks of the year within the geographic boundaries of San Diego.

To assist in determining if a work location is within the geographic boundaries of the City of San Diego, employers and/or employees can find the community by City Council District or can enter the specific address of the work location in the interactive geographic boundaries map.

If a work location is not within the geographic boundaries of the City of San Diego, but within the County of San Diego, the California state minimum wage and earned sick leave laws apply. Information can be found at the

https://www.sandiego.gov/compliance/minimum-wage
San Diego County business resources

Business Licenses & Permits

Fictitious Business Names

Tax Information
<table>
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<tr>
<th>APPLY</th>
<th>PAY</th>
<th>REPORT</th>
<th>GET A COPY</th>
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<tbody>
<tr>
<td>Small Business</td>
<td>Child Support</td>
<td>Child Abuse</td>
<td>Birth Certificate (Last 24 Months)</td>
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<tr>
<td>Stimulus Grant</td>
<td>Property Tax</td>
<td>Elder Abuse</td>
<td>Birth Certificate (Earlier)</td>
</tr>
<tr>
<td>Jobs</td>
<td>Revenue and Recovery Bill</td>
<td>Animal Abuse</td>
<td>Marriage Certificate</td>
</tr>
<tr>
<td>Mall Ballot</td>
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<td>Graffiti</td>
<td>Death Certificate</td>
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<tr>
<td>CalFresh (Food</td>
<td></td>
<td>Pothole or Road Problem</td>
<td>Property Tax Certificate</td>
</tr>
<tr>
<td>Stamps)</td>
<td></td>
<td>Airport Noise</td>
<td>Parcel Map</td>
</tr>
<tr>
<td>Medi-Cal</td>
<td></td>
<td>Tobacco Complaints</td>
<td></td>
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<tr>
<td>Rental Assistance</td>
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<td>Noise</td>
<td></td>
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<tr>
<td>(Section 8)</td>
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<td>Food Sanitation Complaints</td>
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</tr>
<tr>
<td>Public Housing</td>
<td></td>
<td>Discrimination by the County</td>
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<tr>
<td>Marriage License</td>
<td></td>
<td>Public Assistance Fraud</td>
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<tr>
<td>Dog License</td>
<td></td>
<td>Stormwater Pollution</td>
<td></td>
</tr>
<tr>
<td>**Fictitious</td>
<td></td>
<td>Irrigation Runoff</td>
<td></td>
</tr>
<tr>
<td>Business Name**</td>
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<tr>
<td>Passport</td>
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<tr>
<td>Volunteer</td>
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</tbody>
</table>
Municipal and County Codes

- San Diego Municipal Code
- San Diego County Code
- Municode: other California cities
- American Legal Publishing – a few other California counties
Treatises & Practice Guides
Delaware

- The Delaware Corporation: Legal Aspects of Organization and Operation | Bloomberg
- Balotti and Finkelman’s Delaware Law of Corporations and Business Organizations | WL
- The Delaware Law of Corporations & Business Organizations | Lexis
- Delaware Corporations Form Finder | WL
Databases
Databases

- Cooley GO – free, open access
- CEB OnLaw Pro
- Bloomberg Law
- Practical Law (Westlaw) & Practical Guidance (Lexis
Focused on serving entrepreneurs

Generate core legal documents, including a full incorporation package, convertible note term sheet, privacy policy, terms of use and more

Find timely, focused articles on current legal trends, with a straight-forward “what you need to know” tone.
INDEX OF COOLEY GO DOCS
DOCUMENT GENERATORS

Start Your Company

US
Incorporation Package (Delaware)
Incorporation Package (Delaware) for Public Benefit Corporations

UK
Articles of Association
Shareholders Agreement

Forms for Running Your Business

US
Advisor Agreement
Consulting Agreement
Employee Confidential Information and Assignment Agreement
Employee Offer Letter
Non-Disclosure Agreement (One-way)
Non-Disclosure Agreement (Mutual)

UK

RECOMMENDED DOCUMENTS

US, UK, Asia

Index of Cooley GO Docs
Document Generator

Offer Letter and Employment Agreement Package
Document Generator

Form of Consulting Agreement
Document Generator

Form of Employee Confidential Information and Inventions Assignment Agreement
Document Generator

Privacy Policy
Document Generator

Online platform for CEB’s popular California-specific practice guides

Set up your academic account using USD’s law school code

CEB publishes several titles useful for California businesses
Find Secondary Source Publications using the search field above

OnLAW Subscribers: your Practice Guides are accessed by going to OnLAW. Click the navigation menu at the top left of the screen and select OnLAW there.
This chapter discusses the selection of a business name by a California business entity. It covers the basic considerations applicable to name selection. See §93.2–3.5. It also discusses California statutes governing business entity names, fictitious business name requirements, and the Secretary of State's regulations concerning guidelines for business names, as well as federal and common laws relating to trade name availability and protection (see §93.6–3.17). See §93.8–3.12. Further, the chapter includes a discussion of entity-specific name requirements (see §93.18–3.29) and includes a checklist for conducting a name search. See §93.30. Forms include the Secretary of State's official forms for name availability and reservation and a fictitious business name statement. See §93.31–3.34.

This chapter primarily concerns selection of the name of a business rather than selection of the name for a product. However, some principles apply to both, such as the need to avoid the likelihood of confusion with a prior user of the same or similar name or trademark. Trade name protection is touched on in §93.7.3.16–3.17, but for more detailed discussion of trade name and trademark protection, consult Intellectual Property in Business Transactions (Cal CEB) and Trade Secrets Practice in California (2d ed Cal CEB).
Bloomberg Law

- Delaware corporate law resources
- Sample forms and employment agreements
- Treatises & practice guides on tax, corporate, employment, IP
- Practice materials and tips for law students
Draft Analyzer
Select your agreement type.

**M&A Purchase Agreements**
For Merger Agreements, Stock Purchase Agreements & Asset Purchase Agreements
- ✓ Similar Paragraphs and Clauses
- ✓ Composite Paragraphs
- ✓ Market Standard Clauses
- ✓ Clause Outline
- ✓ Practitioner Tools and Guidance
- ✓ Defined Terms

**All Other Agreements**
- ✓ Similar Paragraphs
- ✓ Composite Paragraphs
- ✓ Clause Outline
- ✓ Defined Terms

[Select] [Select]
Practical Law & Practical Guidance

- Practical Law available through Westlaw; Practical Guidance available through Lexis
- Legal know-how for transactional matters
- Practice area overviews, including finance, corporate, employment, IP, real estate and tax
- Model documents with drafting and practice tips
Commercial Transactions

Search all Commercial Transactions above or navigate to specific content below.

Topics Resource Types Jurisdictions

Practice Notes Articles
Standard Documents Legal Updates
Standard Clauses State Q&A
Checklists Global Guides and Cross-Border Topics
Toolkits

Recent Commercial Transactions Updates

US Amends Cuba Sanctions Regulations; Publishes Related Frequently Asked Questions  •  6/9/2022
The Department of the Treasury's Office of Foreign Assets Control (OFAC) amended the Cuban Assets Control Regulations (CACP) to further implement portions of President Biden's foreign policy toward Cuba to increase support for the Cuban people. Together with this rule change, OFAC published some...

Thompson Hine: Declaring an Emergency, President Biden Exempts Certain Solar Cell Imports from Duties for 24 Months and Invokes DPA to Accelerate...  •  6/8/2022
President Joseph Biden declared an emergency "with respect to the threats to the availability of sufficient electricity generation capacity to meet expected customer demand" in the United States. President Biden announced that for 24 months, he was authorizing the Secretary of Commerce to allow...

Oklahoma Legislature Strengthens State Telemarketing Laws  •  6/2/2022
Oklahoma's governor signed the Oklahoma Telephone Solicitation Act (OTSA), which expands telemarketing restrictions for calls made to Oklahoma.

Global COVID-19 Resources
Browse our Commercial Transactions content relating to COVID-19, pandemics and business interruption.

State Q&A
State-specific Commercial Transactions resources and comparison tools.

Environmental, Social, and Governance (ESG) Toolkit: US
Expert guidance on environmental, social, and governance (ESG) considerations, regulations, and practice in the US.

What's Market
Summaries, analysis, and custom reports covering a range of transactions and filings.

General Contract Clauses
Access our bank of standard contract provisions.
Practice Notes

- Commercial Contract Assignment
- Coronavirus (COVID-19) Resource Kit
- Coronavirus (COVID-19) Resource Kit: Force Majeure, Contract Performance, and Dispute Resolution
- Drafting Contractual Dispute Provisions Resource Kit
- Federal Government Contracts Resource Kit
- General Commercial Contract Clause Resource Kit
- Risk Allocation in Commercial Contracts
- Confidential Information Protections
- Enforceable Contract Signature Requirements
- Indemnification Provisions in Commercial Contracts

Templates

- Assignment and Assumption Agreement (Novation)
- Guaranty (Commercial Transaction)
- Letter of Intent (Commercial Transaction)
- Release Agreement
- Termination Agreement
- Amendment Agreement
- Electronic Signature Policy
- HIPAA Business Associate Agreement
- Irrevocable Standby Letter of Credit and Exhibits
- Notice of Assignment

Clauses

- Arbitration Clauses
- Assignment and Delegation of Duties Clauses
- Confidentiality Clause (Long Form)

Checklists

- Avoiding Key Risk Allocation Pitfalls When Drafting Commercial Contracts Checklist
- Commercial Contract Drafting and Review Checklist
- General Vaccine Contract Checklist
Questions?

Slides:
https://www.sandiego.edu/law/library/research-trainings/clinics.php
Contact

- Julianne Odin
  jodin@sandiego.edu
  619.260.4600 x2875

- LRC Reference
  lrcrefer@sandiego.edu
  619.260.4612
  Chat: www.sandiego.edu/law/library/
  Zoom appointments by request
  In-person

- Mon – Thur: 9am-6pm
  Fri: 9am-5pm
  Sun: 12pm-4pm