

## Suzanne Danis

### Paralegal

Suzanne Danis is a paralegal who has worked in the field of business law for more than twenty years. She assists lawyers in the preparation of documents required for the incorporation and organization of corporations. She also drafts amendments to articles of incorporation as well as extensions, continuances, dissolutions, and documents for the registration of corporations. She also handles the incorporation of pharmacists and forwards all necessary documentation to the *Ordre des pharmaciens*.

During reorganizations and the purchase and sale of shares and assets of commercial entities, she prepares closing agendas, share exchange or sale agreements, asset sale agreements, resolutions, and related documents in close collaboration with lawyers. She also reviews corporate status and updates minute books and corporate records.

Finally, Ms. Danis has also worked in the field of civil litigation for more than eleven years.

### Education

Medical secretary diploma, *École secondaire Marie-Rivier*, 1972



## Paralegal Sherbrooke

Telephone [819 346-7999](tel:819-346-7999)

Fax 819 346-5007

[sdanis@lavery.ca](mailto:sdanis@lavery.ca)

### Languages

English

French

### Practice areas

**Mergers and Acquisitions**

