



RC KELLY

LAW ASSOCIATES, LLC

Business Counsel Program

RC Kelly Law Associates is an innovative law firm, working with clients in all stages of business development. We are committed to finding practical solutions for our clients, so they can stay focused on their core business. We work to

What is the Business Counsel Program? RC Kelly Law Associates created the Business Counsel Program to address legal matters that arise in the day to day events of most businesses. Most often, businesses seek legal advice only after a significant event occurs. With our program, you have access to up front legal advice and insight to help prevent these issues before they arise. More specifically, the program can be tailored to your business to provide services such as:

- Contract review/negotiation
- Assistance with employment issues
- Claims presentation/management
- Risk evaluation/reduction
- Preliminary collections assistance
- Enterprise risk management

Are there limits to the services offered? The services offered include legal review and handling of contracts, leases, trade terms/documents, real estate document review, preliminary collection matters and other business related legal needs. Matters that require formal mediation, arbitration, litigation, administrative hearings, official filings, and matters that become complex or are inherently complex are not included in the Business Counsel Program Services but can be completed as requested under a separate agreement with RC Kelly Law Associates. You will receive a letter of engagement from RC Kelly Law Associates documenting the attorney/client relationship and you will be informed if the service you are requesting is outside the scope of the **Business Counsel Program** before any work begins.

How does the program work? One flat monthly fee includes unlimited access to an attorney and hr/business specialists for services including document review, drafting, redrafting, contract negotiation, training, counseling, and general business/legal advice and assistance. Summary updates are provided as issues arise, evolve and achieve resolution.

The flat fee for unlimited access to Business Counsel Program services is billed once a month on the day you choose. The amount of the fee is tailored to the needs of your business and can be adjusted if your needs change. There is no risk and no long term obligation. The program can be canceled upon 30 days notice for any reason.

What are the program benefits?

- One flat monthly fee making budgeting easy
- Entire staff access to services
- Attorneys who work with you to understand your challenges
- Periodic updates keeping you informed and in charge
- Monitoring of all of the risks your business faces
- No obligation program



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Act 126 & Act 168 Compliance Program

Is your company operating in compliance with the Act 126/168 regulations? RC Kelly Law Associates offers an on-site, comprehensive, compliance programs tailored to fit the needs of your company.

RC Kelly Law Associate's Act 126 & Act 168 Compliance Program will...

- Help you develop and document compliant Policy and Procedure for Act 126 and Act 168
- Assist in operationalizing your plan thru the designation of a Compliance Officer and Supervisor Training
- Provide the mandated Act 126 Training, customized for the School Bus industry.
- Provide Driver and Aide Training in an interactive learning environment catered to your needs regarding time, class size, and operational plan.
- Insure you have the tools you need to document and defend the compliancy of your program

After the Training, we can assist with event based questions and provide guidance to insure you are handling each event legally while protecting the company and reducing your risks. Contact us today for more information.

Supervisor Training Series

Your Business is your most valuable asset. Protect your equity by investing in RC Kelly Law's Supervisor Training Series.

It Starts with a Consultation

Every business is different. The first step in creating a comprehensive training series is to get to know you and your business so we can create an effective training series specifically for your managers and staff and your industry.

Supervisor Training Series

Training sessions are designed to fit your company. Sessions can range in time and number of sessions depending on your needs. Once a schedule is decided, RC Kelly Law Associates create a comprehensive curriculum to effectively train your managers and supervisors and keep this project on task.

Management Techniques

RC Kelly Law Associates not only train your supervisors, but sets them up with the tools and techniques they need to effectively and compliantly manage your staff.