

# Alyssa Garcia

PARALEGAL

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Alyssa Garcia supports the Corporate & Transactional practice with an emphasis on Nonprofit Organizations. Her responsibilities include maintaining charitable solicitation registration compliance for a variety of charitable organizations, drafting and reviewing organizational documents, preparing corporate and tax documents, legal research, due diligence and other department support.

Alyssa is committed to providing exceptional client service, ensuring clients can focus on achieving their business and personal objectives

## Education

- College of DuPage (A.A.S.)
  - Paralegal Studies

## Capabilities

- Private Equity - Mergers & Acquisitions
- Nonprofit Organizations
- Private Equity
- Corporate & Transactional
- Class Action & Multidistrict Litigation