

# Cynthia “Cindy” J. Carter

SENIOR PARALEGAL

she / her / hers

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Cindy Carter has been in the legal field for more than 14 years and has a strong corporate contracts background. She supports the Real Estate Finance practice with an emphasis on defeasance. Her paralegal duties include preparing documentation for real estate transactions, analyzing, drafting and finalizing loan documents, coordinating with internal and external parties to facilitate transactional closings and providing post-closing support, document management and other departmental support.

Before joining Polsinelli, Cindy’s corporate paralegal duties focused on the Mutual Fund and Fund Governance areas and the aviation industry.

## Education

- Metropolitan Community College - Penn Valley (A.A.S.)
  - Paralegal Practice
- Metropolitan Community College - Penn Valley (A.A.S.)
  - Office Management
- Metropolitan Community College - Penn Valley (Certificate)
  - Legal Secretarial Certificate

## Memberships

- Notary Public – Jackson County, State of Missouri
- Kansas City Paralegal Association - Member (2005-2009, 2020-current)
- Kansas City Paralegal Association - Member-at-Large (2008-2009)

## Capabilities

- Finance