



## Eligibility Guidelines for Free Legal Services

### Small Businesses

LegalCORPS matches qualified small businesses located anywhere in Minnesota with volunteer attorneys who will provide pro bono legal services. LegalCORPS's primary mission is to assist businesses (a) owned by persons of limited means or (b) where assistance would significantly aid development in low-income communities.

#### Services Provided

LegalCORPS recruits volunteer lawyers to provide free legal assistance in business law matters such as incorporation or other entity formation, lease review, employment advice, intellectual property (trademarks, patents, copyrights), contracts, debt issues, and general business advice. LegalCORPS does not match businesses with pro bono attorneys for matters in litigation.

#### Small Businesses Served

LegalCORPS generally seeks to serve businesses whose owners have gross household income at or below 200% of the federal poverty guidelines [<http://legalcorps.org/files/2009-10Guidelines.pdf>]. This guideline applies to both existing businesses and start-ups.

LegalCORPS will also consider assisting a business owned by persons whose income exceeds these guidelines if the business can demonstrate a particular need for the services, is unable to pay for legal services, and aids local community development. LegalCORPS may also consider other factors.

#### Application Procedure

Complete the application [<http://legalcorps.org/files/SmallBizApp-Mail.pdf>] and include any documents requested. Although the legal services will be provided at no cost, there is a \$50.00 placement fee that must be paid with the application but will be refunded if LegalCORPS is unable to place the matter with an attorney. Submit these items to: LegalCORPS, 600 Nicollet Mall, Suite 390A, Minneapolis, MN 55402.

LegalCORPS will review each request to determine eligibility and will notify the business of its status promptly. We are usually able to place a client with an attorney within one week, but on occasion the placement process may take longer. Although LegalCORPS will attempt to place all eligible clients, it cannot guarantee that all matters will be placed with an attorney.

Businesses will not be charged legal service fees or fees for attorneys' time. They will, however, be responsible for out-of-pocket expenses such as filing fees and copying costs. If you have questions about the eligibility guidelines, the application form, or the referral process, please call 612-752-6678 or 1-888-454-5267 or email us at [info@legalcorps.org](mailto:info@legalcorps.org).

#### Other Assistance

LegalCORPS also sponsors a series of free legal clinics held in several locations across Minnesota (for schedules, see [www.legalcorps.org/html/microbusiness.htm](http://www.legalcorps.org/html/microbusiness.htm)). Other resources for small business advice include the Minnesota Small Business Development Centers ([www.mnsbdc.com](http://www.mnsbdc.com)), SCORE ([www.score-mn.org](http://www.score-mn.org)), and the U.S. Small Business Administration ([www.sba.gov](http://www.sba.gov)).