



## **Larry J. Mitchell**

Paralegal

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Larry Mitchell is a Paralegal working in various practice areas including Creditors' Rights and Bankruptcy, Real Estate, and Financial Services. He has 10 years in the legal field and extensive experience filing appropriate documents with various government agencies, hearing preparation and legal document drafting.

### **Education**

- ABA Accredited Paralegal Program in Paralegal Studies, *With Honors*, Roosevelt University, Chicago, Illinois, 2021
- Bachelor of Science/Arts in Political Science, *Dean's List*, University of Illinois, Chicago, 2012 Minor: Criminology, Law, and Justice

### **Practices**

- Creditors' Rights and Bankruptcy
- Financial Services Litigation
- Litigation and Dispute Resolution

### **Industries**

- Financial Services
- Real Estate
- Construction

### **Representative Experience**

- Review documents for production and privilege
- Draft privilege logs
- Summarize document productions and other records
- Prepare subpoenas and e-filings
- Use Summation and extranet services for document productions
- Draft summary judgment motions, judgments of foreclosure and sale by default documentation
- Prepare foreclosure related filings and exhibits



- Order public records and review same
- Perform record searches and updates
- Record documents
- Draft and prepare closing documents
- Draft appearances and other legal documents

### **Professional Associations**

- Illinois Paralegal Association - Member

### **Awards & Recognitions**

- Lambda Epsilon Chi (LEX), National Honor Society in Paralegal Studies, Roosevelt University Chapter