



SMALL & MARKEN SOLICITORS

**LEGAL SERVICES FOR BUSINESS AND
BUSINESS OWNERS**



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About Small & Marken Solicitors

Small & Marken Solicitors offer a full range of legal services for all of our clients throughout Northern Ireland.

Small & Marken Solicitors have forged their reputations on their approachability to clients, their dedication and hard work in doing all they can to meet their client's needs and expectations and delivering a first class service that is second to none and which has helped to cement their reputation for efficiency, professionalism and trust.

Our business motto is simple:-

We aim to provide the best service that we can to you, the client because you deserve the best!

We offer you:

Legal services of true quality depend on expertise that fully appreciates the issues; imagination that fully recognises the possibilities; judgement that provides guidance; and the resources and commitment to deliver results.

We are constantly aware that a true perception of your needs is fundamental. From that perception can then be found the best solution, whether it be the containment of risk, enforcing rights, maximising opportunity or helping create and maintain value.

We offer you advice that is precise, relevant and workable; advice that provides solutions, not more questions. Mastery of technical issues blended with imagination, flexibility and insight to create solutions of real value.

By focusing on your objectives, applying sound legal knowledge and an awareness of commercial realities and with an approach that is driven by results, innovative thinking, and intellectual rigour we provide a high quality service when you need it, where you need it.

We work to build Long-term relationships

We are "client lawyers" rather than "transaction lawyers" — our focus is on you and what is important to you. We seek to work with you over the long term, as your affairs develop and change, not just for the immediate matter.



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How We Work

Our services comprise complementary fields of high quality expertise which together make up a full service capability for our clients and enable us to provide complete solutions in complex as well as more straightforward matters. Most legal questions arise not in a vacuum, but within a practical context of what is necessary, what is desirable and what is possible.

We assign to you a "core team" of one or two lawyers to manage our relationship with you, to ensure it works well for you.

The team works closely with you over the lifetime of the relationship and deals personally with matters within its field of expertise; if different expertise is needed it briefs the appropriate specialist colleague. Wherever possible you work with the same lawyers — in this way you deal with people you know and who understand what matters so that our advice can be relevant, effective and appropriate.

Our lawyers practice within their own fields of expertise so that we achieve high technical quality and work efficiently — but because we work as a single team and assign to each client a core team or lead lawyer, we are able to integrate and co-ordinate the input of our various lawyers to produce holistic advice which combines knowledge of our clients' affairs, technical expertise and commercial awareness — and is thus truly effective.

Whether we are acting for clients in a corporate or private capacity, they expect and are always assured of the appropriate skills to fulfil their needs effectively and economically.

What We Do

Business & Commercial

Small & Marken Solicitors offers practical advice and a wide range of services to keep your business up to date, whether your company is large or small. Our solicitors will provide you with bespoke information, advice and solutions to prevent any problems arising and to ensure you are adhering to all necessary legislation.

What We Can Do For You and Your Business:

Small and Marken Solicitors can provide legal solutions that are tailor made for you and your business. Our lawyers do not believe in simply solving one legal issue, your dedicated legal advisor will always be looking to prevent any problems from occurring.



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Below are some examples of the areas that our business services team covers:

- Company Formation & Shareholders Agreements
- Partnership Agreements & LLP Incorporations
- Commercial Contracts
- Joint Ventures
- Agency Agreements
- Business Leases
- Commercial Property
- Health and Safety Laws
- Dispute Resolution

Employment Law For Employers

Employment law is something that affects most of us at some point during our lives. This area of the law is one of the most complex and ever changing and getting the right legal advice in this field is essential. At Small & Marken Solicitors , our employment solicitor has a wealth of experience in dealing with employment matters and cases for both employers and employees .

Many employers, especially those in small and medium businesses, frequently overlook the importance of employment law. Often they will get it wrong, leaving them open to litigation from employees and fines from regulatory bodies. Whether you are faced with an employment issue that affects an individual employee, or one that has a wider impact on the whole workforce, you probably know what outcome you're looking for. But perhaps you don't know how to go about it correctly and legally. Small & Marken Solicitors can provide comprehensive advice and map out a pathway to achieve that outcome.

Small & Marken Solicitors also offers a unique Employment service for employers. This bespoke service takes all aspects relating to employment law into account including drafting employee contracts, company handbooks and giving ongoing advice, as well as with dealing with tribunal claims. We can also provide insurance for legal fees and tribunal awards.



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WILLS, PROBATE, TRUSTS AND ESTATE PLANNING

Writing a will may be the largest investment a client makes, so it pays to seek expert legal advice. Failing to make a will could leave those who succeed you in a complex situation that is likely to cause disputes on how assets are shared - financial losses will also be incurred due to tax laws. Inheritance tax planning, therefore, is crucial in order to minimise the amount of inheritance tax to pay in the event of your passing.

Small & Marken Solicitors can advise you on the best way to plan ahead to secure what you want and to potentially minimise future tax liabilities. We will help to ensure that you have an appropriate, relevant and tax efficient Will. We can also help you to protect your family e.g. by setting up a trust. Don't think that trusts are just for the very wealthy. We can tailor a programme/solution to meet your specific needs.

Property Transactions

Purchase, Sale or Leasing of office, industrial and retail or even private/domestic premises.

We can also advise you in relation to lease negotiations and completion for both Landlords and Tenants. Our domestic conveyancing complies with the standards set down by the Law Society's Home charter Scheme. We shall endeavour to deal with your transactions as quickly and as efficiently as possible and keep you updated at all stages of the transaction.

We have an experienced, enthusiastic and skilled team that is able to take on a variety of your work needs from the simplest to the most complex deals, irrespective of whether you are a Property Developer or purchasing property for the first time.

As well as providing the above services, we also deal with the following areas of property law:

- Commercial property investment, sale or refinancing.
- Purchase of building sites.
- Mortgages/remortgages.
- Buy to let/Property Investment clients.
- Advice on Letting Agreements.
- Purchase & sale of houses

We ensure that your property move progresses as smoothly as possible. We offer a thorough and professional service, providing excellent value for money, with a friendly and approachable team, who are always ready to exist.



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SOLICITOR PROFILES

Paul Mallon LLB



Areas of Expertise:

- **Employment Law (contentious and non contentious)**
- **Business Law**
- **Redundancies and Company Reorganisations**
- **Disciplinary/Grievance procedures**
- **Terms and Conditions of Employment**
- **Executive Appointments & Severance**
- **Tribunal Proceedings**

Paul Mallon graduated with an LLB (Hons) in Law and attended City University and the Inns of Court School of Law, London where he qualified firstly as a barrister at law specialising in Employment Law .

He then went on to qualify also as a solicitor in Northern Ireland and is also qualified to practice in England and in Wales.

Prior to joining Small & Marken Solicitors as a Consultant Solicitor, Paul worked as an 'In-House' Solicitor at a leading firm of Chartered Certified Accountants.

Paul has over 20 years experience in all aspects of the above topics and is highly regarded for his advice and negotiating skills in dealing with both employers and employees alike.

Paul also regularly advises in relation to the legal implications involved in employment law aspects of sales and acquisitions including TUPE in the context of business transfers and outsourcing of work and can offer advice on all aspects of law relating to businesses.

Paul currently also lectures in Employment and Business Law to Accountants and Human Resource Practitioners.