

Summary of Contents

Volume 1

PART I. PARTNERSHIPS AND JOINT VENTURES

- Chapter 1. General Partnerships
- Chapter 2. Limited Liability Partnerships (LLPs)
- Chapter 3. Limited Partnerships
- Chapter 4. Limited Liability Limited Partnerships (LLLPs)
- Chapter 5. Joint Venture Agreements

PART II. LIMITED LIABILITY COMPANIES (LLCS)

- Chapter 6. Overview
- Chapter 7. Articles of Organization
- Chapter 8. Operating Agreements
- Chapter 9. Operation of the LLC
- Chapter 10. Transferring LLC Membership Interests and Corporate Conversions
- Chapter 11. Dissolution of the LLC

PART III. BUSINESS AND STATUTORY TRUSTS

- Chapter 12. Business Trusts

PART IV. CLOSELY HELD CORPORATIONS

- Chapter 13. Organization of a Business or “For Profit” Corporation
- Chapter 14. Organization of a Not-For-Profit Corporation
- Chapter 14A. Organization of a Benefit (“B”) Corporation
- Chapter 15. Meetings of Directors and Shareholders
- Chapter 16. Stockholders’ and Buy-Sell Agreements
- Chapter 17. Voting Agreements
- Chapter 18. Mergers and Consolidations

Volume 2

PART IV. CLOSELY HELD CORPORATIONS (CONTINUED)

- Chapter 19. Agreements Relating to Capital Stock; Options
and Warrants; Purchase and Sale of Capital
Stock and Assets
- Chapter 20. Recapitalizations, Redemptions and Stock Splits
- Chapter 21. Dissolution, Winding Up and Liquidation

PART V. MATTERS RELATING TO ALL SMALL BUSINESS ENTITIES

- Chapter 22. Employees
- Chapter 23. Agents, Distributors, Consultants and Independent
Contractors
- Chapter 24. Franchises and Business Opportunities

Volume 3

PART V. MATTERS RELATING TO ALL SMALL BUSINESS ENTITIES (CONTINUED)

- Chapter 25. Manufacturing, Purchasing and Leasing
- Chapter 26. Technology, Software and the Internet
- Chapter 27. Real Property
- Chapter 28. Indebtedness

PART VI. THE LAWYER AND THE SMALL BUSINESS CLIENT

- Chapter 29. Retainer Agreements
- Chapter 30. Conflict Waivers
- Chapter 31. Non-representation Letters
- Chapter 32. General Forms

Index