



## Kelli A. Mosca

### Paralegal

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### Profile

**Kelli is a paralegal in the firm's business law department. She assists attorneys in corporate and business matters, including preparing business formation and organizational documents, assisting with the preparation and review of corporate minutes and resolutions, maintaining corporate minute books, preparing corporate documents and assisting with due diligence for merger and acquisition transactions.**

Kelli also assists attorneys with commercial lending transactions, including preparing loan documents, obtaining corporate documents, obtaining and reviewing due diligence materials and assisting with closings. She also assists with the preparation and filing of employment based immigration petitions, liquor license matters, tax and audit matters and estate planning matters.

### Education

- State University of New York at Oswego (B.A. 2008)

### Practices

- Business and Transactions