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| **SUBMISSION FORM – SE ASIA LAW FIRM OF THE YEAR****Read the Research Methodology Summary before filling out the submission form.****Deadline for submissions** – **20 March 2020 (Friday)***Send the completed forms to* *mary.aquino@tr.com**.***For International Deal Firm of the Year and SE Asia Deal Firm of the Year, please use** **Submission Form – Deal Firm of the Year.****For all the other firm categories, please use Submission Form – Other Firm Categories.***Save this form using the format: Category\_Organisation.* |
| SE ASIA LAW FIRM OF THE YEAR |

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| **Law firm** |  |
| **A. BASIC INFORMATION** |
| **Country of residence**  |  |
| **Firm size** (specify: lawyers and non-lawyers) |  |
| **Joiner/s in 2019** (provide names and positions) |  |
| **Departure/s in 2019** (provide names and positions) |  |
| **B. KEY WORK HIGHLIGHTS** |
| **KEY WORK NO. 1: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 2: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 3: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 4: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 5: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 6: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 7: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 8: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 9: (Indicate heading here)****Completion date:** **Description** (max. of 500 words)**KEY WORK NO. 10: (Indicate heading here)****Completion date:** **Description** (max. of 500 words) |
| **C. INITIATIVES, PROJECTS & SOCIAL CONTRIBUTION**  |
| ***I. ORGANISATION: What were your firm's initiatives to engage, empower and develop its people?*** *(max. of 500 words)****II. PROFESSION: What would your firm consider to be its most significant contribution to the legal community?*** *(max. of 500 words)****III. COMMUNITY: What are the distinct features and core activities of your corporate social responsibility (CSR) program, if any? Please cite the firm's most effective and inspiring CSR activity in 2019.*** *(max. of 500 words)* |
| **C. OTHER ACHIEVEMENTS OF NOMINEE**  |
| **Description** (max. of 300 words) |

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| **THIRD-PARTY NOMINATION (optional)** |
| *Any lawyer/law firm/in-house team you’d like to nominate?***Individual/firm/in-house category:****Name/law firm/company:****Contact person:****Position:****Email & tel. no.:****Reason for nomination:** |