****

****

**ALB 2015 TOP IN-HOUSE TEAM IN CHINA SUBMISSION FORM**

**“ALB 2015年中国最佳公司法务团队”评选表格**

Please provide responses and other important details in the blanks on the right with respect to the in-house legal team of your company. Self nomination is welcome. 请填写贵公司法务团队的相关信息。欢迎自荐。

This template is a guideline and if you would like to submit using a different format, we will accept those submissions as well. 以下表格格式供参考。如有更多补充信息，您也可以通过其他格式提交

The deadline for submission is **Oct. 31, 2015 5.30 pm (Beijing time).** 提交报名截止时间为2015年10月31日。

**Please mail your submission to: 请于截止日期之前将问卷以电子邮件方式发送到:** [Shangjing.li@thomsonreuters.com](mailto:Shangjing.li@thomsonreuters.com)

**Basic details 基本信息**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the company**  **公司名称** |  | **Headquarter Location 公司总部所在地** |  |
| **Chief Legal Officer (Name)**  **总法律顾问 姓名（或公司的法律事务最高负责人姓名与职务）** |  | **Head of Legal Department (Name and title)**  **法律团队具体负责人（姓名与职务）** |  |
| **Size of legal team法律团队总人数** |  | **Years of the team 法律团队组建时间** |  |
| **Contact person 联系人** |  | **Telephone/email/address联系人电话/邮箱/和地址** |  |
| **Please list at least two lawyers/law firms who represented you before and their contact information**  **请列举出曾代理过贵司的至少两位律师/律师事务所以及他们的联系方式** |  |  |  |

|  |  |
| --- | --- |
| **Please list the team’s significant achievements**  **请列举中团队历年来最重要的成就** |  |
| **Please list the most important work, such as contract/deals or litigation/dispute cases, handled by the team in the last 12 months 过去一年中团队的主要成果，如处理的 重大合同、交易或解决的纠纷、获胜的案件等** |  |
| **Please list the most significant work in the last 12 months (such as contracts)过去一年中团队的主要的工作内容** |  |
| **Please list any significant accolades the team or any of its members has received for work in the form of company or public recognition, awards etc.**  **团队或其中的成员个人曾获得的公司内部或外部奖项** |  |
| **Other relevant information (includingbut not limited to charity, social service etc.)**  **其他提名理由，包括但不限于慈善活动，社会公益工作等** |  |

**Reasons for nomination 主要业绩**