



Q4 Legal Budget Checklist

Effectively utilize your remaining budget to ensure a strong start to the new fiscal year.

Visit us at www.axiowlaw.com
or contact us at axiom@axiowlaw.com

Contract negotiation and updates

WE HELP WITH

- Spikes in contract volume
- Contract renegotiation for third-party vendors
- Refreshing or creating templates and playbooks to ensure consistency across your organization

Compliance updates

WE HELP WITH

- Updating company policies, handbooks, and playbooks due to changes in Labor & Employment law
- 2020 regulatory preparation

Year-end reporting

WE HELP WITH

- Preparing year-end reports
- Materials for board and committee meetings

Coverage for open roles

WE HELP WITH

- Coverage during leaves of absence and parental leave
- Coverage for open roles during search and hiring process

To make the most of your year-end budget and proactively prepare for the new year, get in touch with us at Axiom: axiom@axiowlaw.com | www.axiowlaw.com