



Rita Silverman

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Rita Silverman is the senior corporate paralegal in Gipson Hoffman & Pancione's [Business Transactions](#) and [Real Estate](#) practice areas and is also our trademark administrator. She has worked in the legal field for more than thirty years.

She has extensive experience in preparing and filing all documents related to entity formation and organization, fictitious business names, UCC financing statements, foreign registration, mergers and acquisitions, and dissolution of business entities in all states, assisting clients with corporate compliance matters, maintaining minute books and stock ledgers, preparing minutes and written consents, UCC financing statements, and statutory annual reports. She works closely with clients and attorneys in all aspects of corporate and business transactions, performs due diligence and legal research, coordinates transactional closings, and attends to post-closing matters. She also prepares applications for nonprofit corporations to obtain favorable IRS and state determination letters and assists with annual nonprofit statutory filings.

As our trademark administrator, Rita prepares and files trademark applications, statements of use, responses to office actions, assignments, renewals, and other maintenance filings. She also conducts and analyzes preliminary trademark searches to determine the availability of proposed trademarks; reviews clients' advertisements, product samples, and marketing materials to prove use of a mark; coordinates international filings with foreign legal counsel in more than thirty countries; and maintains our trademark management and docketing system.

Rita assists our real estate attorneys in a variety of real estate transactions, including due diligence review, title report review, preparing real estate documents, organizing and coordinating closings, and attending to post-closing matters.

In her free time, Rita serves as a director for a community nonprofit organization. Her interests include traveling and sailing.

Education

> B.S. (Finance), California State University, Northridge

Related Practice Areas

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