

## **EXHIBIT A: DESCRIPTION OF ASSETS TO BE PURCHASED**

### **1. Tangible Personal Property:**

- Office furniture (desks, chairs, filing cabinets, conference tables).
- Computer hardware, servers, laptops, and monitors.
- Printers, scanners, photocopiers, and telecommunication systems.
- Office supplies and stationery.

### **2. Intangible Property and Intellectual Property:**

- The Firm name: [Insert Law Firm Name].
- Domain names, websites, and social media accounts.
- Telephone and fax numbers.
- Proprietary software licenses and legal research subscriptions.
- Trade secrets, logos, and trademarks.

### **3. Client Files and Records:**

- Active client matter files (subject to client consent).
- Closed client files and archived records.
- Client lists, contact databases, and referral source records.
- Conflict check systems and historical data.

### **4. Contracts and Leases:**

- Assumption of office space lease located at: [Insert Address].
- Equipment leases and maintenance agreements.
- Vendor contracts and service provider agreements.

### **5. Work in Progress (WIP) and Accounts Receivable:**

- Unbilled time entries and work in progress as of [Insert Date].
- Outstanding accounts receivable (as specifically listed in Schedule [X]).

### **6. Excluded Assets:**

- Cash on hand and in firm operating/trust accounts.
- Personal items of the partners/owners.
- [Insert any other excluded assets].