

[NAME OF LAW FIRM]

AGENDA FOR LAWYERS' RETREAT

[DATE(S)]

[LOCATION]

I Re-Examine the Definition of the Firm

1. Review Practice Areas

- (a) Corporate
- (b) Commercial
- (c) Litigation
- (d) Real Estate
- (e) Matrimonial/Family
- (f) Wills & Estate Planning
- (g) Securities
- (h) Intellectual Property
- (i) Collections
- (j) Agency
- (k) Personal Injury
- (l) Employment
- (m) Bankruptcy/Insolvency
- (n) Estate Administration/Probate
- (o) Financing
- (p) General

2. New & Existing Clients

- (a) What are the most promising opportunities for developing further work from existing clients and new work from potential clients?
- (b) How should the firm position itself to take advantage of these opportunities?
- (c) Who should be responsible for managing this process?