



# MSU Law Equitable Entrepreneurship & Innovation Law Clinic (EEILC)

## Application for Legal Services

The Equitable Entrepreneurship & Innovation Law Clinic supports Michigan's underserved, high-impact entrepreneurial ventures who transform the marketplace and society more broadly with their innovations and creations. If think you may qualify but are unsure, apply anyway – we'd love to help.

To determine if we can assist your venture, please fill out this short, 20 question application for our services. *The EEILC reviews and accepts applications on a rolling basis.* We accept applications for representation year-round; however, we serve most clients during the academic year and generally accept new clients only at the start of each semester. **Completing this application does not create an attorney-client relationship. The EEILC cannot provide you with any legal advice unless and until you become a EEILC client and execute a written engagement letter with the EEILC.** We look forward to receiving your venture's application to become a EEILC client, and hope you will find the application form easy to complete. If you have any questions as you fill it out, or would prefer to fill out the form online, please reach out to us at (517) 432-6880 or [eei.law.clinic@law.msu.edu](mailto:eei.law.clinic@law.msu.edu), or visit [eeilawclinic.law.msu.edu](http://eeilawclinic.law.msu.edu). *All questions in this application marked with an asterisk (\*) are required to be completed.*

### A. Getting to Know You and Your Venture (5 Questions)

1. Your full legal name: *	
2. The name(s) of your venture, if any (include legal name and any names you are doing business as):	
3. Your relationship to the venture, if any, and the names of other individuals involved :	
4. Contact information	
Mailing address for the venture (or, if none is available, for you): *	
Contact phone number for the venture (or, if none is available, for you): *	
Your email address: *	
General email address for the venture, if any:	
Website or social media for the venture, if any:	
5. Are you currently a Spartan student-athlete? If yes, please indicate which sport and if no, please indicate N/A: *	
<u>Optional:</u> If you are a student at Michigan State University, does your venture relate to your studies or otherwise support your educational goals at Michigan State University? Please note that as a general rule, the EEILC will not represent one student against another in any ownership dispute and will not represent a client on an issue adverse to Michigan State University. If you are not a student at Michigan State University, you may leave this question blank. <input type="checkbox"/> Yes <input type="checkbox"/> No	

### B. Information about Your Venture's Work (5 Questions)

6. Is your venture in operation? *	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Have you formed a legal entity (or legal entities) for your venture? *	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. Please briefly describe the reason(s) – whether personal, professional or beyond – that your venture opened or will open its doors. *	
9. Please briefly describe the goods, services, facilities or other benefits that your venture provides, and the population or market to whom it provides them. If you have one, please attach a business plan or narrative description of your program(s). *	

10. What geographical areas does your venture serve? (check all that apply) *	
<input type="checkbox"/> Detroit (Eastern Market, Midtown or Downtown) <input type="checkbox"/> Detroit (East Side or Jefferson Corridor) <input type="checkbox"/> Detroit (Corktown or Woodbridge) <input type="checkbox"/> Detroit (New Center or North End) <input type="checkbox"/> Detroit (Southwest Detroit) <input type="checkbox"/> Detroit (West Side) <input type="checkbox"/> Metro Detroit or Southeast Michigan <input type="checkbox"/> Ann Arbor, Jackson, Monroe or South Michigan areas	<input type="checkbox"/> Lansing, East Lansing, or Mid- Michigan areas <input type="checkbox"/> Saginaw Bay and Central Michigan areas <input type="checkbox"/> Flint and Michigan Thumb areas <input type="checkbox"/> Northern Michigan <input type="checkbox"/> Western Michigan <input type="checkbox"/> Upper Peninsula of Michigan <input type="checkbox"/> United States outside of Michigan <input type="checkbox"/> International
<u>Optional:</u> Please indicate the industry or industries in which your venture is situated (check all that apply). If you provided this information elsewhere in this application, this question is not required (but you may still complete it).	
<input type="checkbox"/> Arts, culture and media <input type="checkbox"/> Capacity- or community-building and/or support services <input type="checkbox"/> Charitable or social mission <input type="checkbox"/> Design <input type="checkbox"/> Education or youth development <input type="checkbox"/> Environmental or health <input type="checkbox"/> Food (agricultural cultivation, retail, service or otherwise)	<input type="checkbox"/> Making or manufacturing <input type="checkbox"/> Sharing economy/public, community and shared resources (space or otherwise) <input type="checkbox"/> Retail <input type="checkbox"/> Services <input type="checkbox"/> Technology, internet or digital information <input type="checkbox"/> Transportation <input type="checkbox"/> Leisure or hospitality <input type="checkbox"/> Other (please describe):
<u>Optional:</u> If you would like to include or attach to this application any additional information that you would like the EEILC to consider with your application, please check this box and then email it to <a href="mailto:eei.law.clinic@law.msu.edu">eei.law.clinic@law.msu.edu</a> or mail it to the address below:  MSU Law Clinic - Equitable Entrepreneurship & Innovation Law Clinic P.O. Box 1570 East Lansing, MI 48826	<input type="checkbox"/> I have sent or will email or send attachments to my application.

**C. Your Venture's Legal Needs (4 Questions)**

11. Please briefly describe the reason that your venture is seeking legal assistance at this time. Please refer to our list of services available on our website if you need assistance determining what legal needs you may have. *	
<u>Optional:</u> If it would be helpful, please select the priority areas for which you seek transactional legal assistance (place number 1 next to your first priority and select up to three priority areas):	
<input type="checkbox"/> Incorporation or non-bankruptcy reorganization <input type="checkbox"/> Corporate governance <input type="checkbox"/> Funding or financing documentation <input type="checkbox"/> Licenses or permits <input type="checkbox"/> Merger, acquisition, sale or other transition	<input type="checkbox"/> Contract, lease or terms of service drafting/review <input type="checkbox"/> Intellectual property <input type="checkbox"/> Employment <input type="checkbox"/> Other (please describe):
12. Please provide the dates and nature of any deadlines for the legal assistance you request. In addition, if you or any of your co-venturers, if any, are currently a student, please include the school, major, and expected date of graduation for each student here.*	
13. When would your venture prefer to begin legal representation? (select all that apply) *	
14. What is the reason (financial or otherwise) that your venture needs to work with the EEILC? If your need for the EEILC's legal services is at least partially due to your venture's inability to afford legal services, information about the approximate total household income of all of your venture's principals or founders may help the EEILC decide whether to accept your application. The EEILC understands that the complexity of transactional	

legal services can drive up legal fees and therefore inability to afford legal services is a case-by-case determination. *	
<u>Optional:</u> If your venture previously worked with or is working with another lawyer now, please describe what legal services that lawyer provided or provides. Leave this question blank if your venture has not worked with a lawyer before.	

**D. Financial Information About Your Venture (3 Questions)**

15. After paying expenses (including compensation), what can your venture legally do with its profits (or what do you hope it will be able to do with its profits), if any? (select one) *	<input type="checkbox"/> Our venture can distribute profits to the venture's owners <input type="checkbox"/> Our venture generally doesn't generate profits, but if it does it is required to re-invest all profits into the venture for use towards its mission <input type="checkbox"/> Our venture re-invests most profits into the venture but can distribute some profits to the venture's owners <input type="checkbox"/> Not sure		
16. How does your venture fund its operation? (check all that apply) * <input type="checkbox"/> Crowdfunding	<input type="checkbox"/> Donations or grants <input type="checkbox"/> Earned income from sales <input type="checkbox"/> Friends and/or family	<input type="checkbox"/> Loans <input type="checkbox"/> Private investment <input type="checkbox"/> Other:	<input type="checkbox"/> Personal savings and/or credit cards
17. What is the total annual gross amount that you received or expect to receive from these sources this year? *			
<u>Optional:</u> If your venture has recent financial statements and/or projections, please check this box and then email it to <a href="mailto:eei.law.clinic@law.msu.edu">eei.law.clinic@law.msu.edu</a> or mail it to the address below: <input type="checkbox"/> I have sent or will email or send attachments to my application.  MSU Law Clinic - Equitable Entrepreneurship & Innovation Law Clinic P.O. Box 1570 East Lansing, MI 48826.			

**E. Working with the EEILC (3 Questions)**

18. I authorize the EEILC to verify and make copies of any and all information provided in this application in the course of determining the venture's eligibility for receiving assistance. *	<input type="checkbox"/> Yes <input type="checkbox"/> No
19. I understand that the EEILC accepts clients in its sole discretion according to a range of factors that include: the alignment of a venture's needs and mission with the goals of the EEILC; the type and timeline of the transactional legal assistance requested; and the educational value of the legal assistance to be provided. I understand that the EEILC may require additional information beyond the information provided in this application, including financial information about the venture and any individuals who own and/or operate the venture, in order to assess whether the EEILC can accept this application. If the venture's application is accepted for legal representation, I agree on behalf of myself, my co-venturers, and/or the venture as applicable (1) to be represented by upper-level law students working under the supervision of a licensed attorney, (2) to maintain active communication with the EEILC student attorneys and faculty, and (3) to attend scheduled meetings or calls with the EEILC student attorneys. I understand that, because the EEILC is an educational course for students, it is possible that the legal work may take longer to complete than if the legal work were to be completed by a fee-based, private practicing attorney. *	<input type="checkbox"/> Yes <input type="checkbox"/> No
20. I hereby certify that all of the information in this application is true, correct and complete and that I have authorization to submit the venture's application. I agree to notify the EEILC in the event of any change to this information. *	<input type="checkbox"/> Yes <input type="checkbox"/> No

Applicant signature: \* \_\_\_\_\_ Date: \* \_\_\_\_\_

**To submit your application:** Please deliver your application by email to [eei.law.clinic@law.msu.edu](mailto:eei.law.clinic@law.msu.edu), in person to the address at the bottom of this application or to an EEILC representative, or by mailing it to MSU Law Clinic - Equitable Entrepreneurship & Innovation Law Clinic, P.O. Box 1570, East Lansing, MI 48826. Once we have received your application, we will contact you if we need more information. If you do not hear from the EEILC, your application has not yet been accepted, and the venture has been placed on the EEILC's waitlist if it qualifies for the EEILC's services. Please feel free to submit another application for legal services at any time for consideration or to update your application with any new information or additional legal assistance requests.

*The EEILC sincerely thanks you for your application and your interest in working together.*