

## How We Work – Legal Services

### Step-by-Step Process for Legal Services & Case Filing

At **VSJ Associates**, we ensure a structured and transparent legal service process for our clients, guiding them from document collection to case filing.

#### Step 1: Document & Evidence Collection

We collect the **required documents and evidence** from the client related to their legal issue.

#### Step 2: Legal Issue Analysis

Our experts **study the documents** to understand the issue and determine if there is a valid legal course of action.

#### Step 3: Client Consultation

If a **legal remedy exists**, we invite the client for a discussion to explain the possible legal approaches.

#### Step 4: Legal Strategy & Case Evaluation

We evaluate the **best legal options** and determine how to proceed **as per applicable laws**.

#### Step 5: Document Scrutiny & Case Preparation

- **VSJ Associates** scrutinizes all collected documents and evidence.
- We ensure a **complete set of required documents** is compiled for submission to the attorneys.

#### Step 6: Agreement & Confidentiality

- We sign a **Formal Agreement (FA)** and a **Non-Disclosure Agreement (NDA)** with the client.

#### Step 7: Attorney Selection

We identify and **assign the best attorney** with prior experience in handling similar cases.

#### Step 8: Attorney-Client Meeting

- We connect our **associate attorneys** with the client.

- A **meeting is arranged** where the client discusses their case along with the necessary documents.

### **Step 9: Case Filing & Legal Proceedings**

Once the case is prepared, the attorney proceeds with **case filing in the appropriate court** and initiates legal action.

### **Step 10: Case Monitoring & Updates**

- **VSJ Associates continuously follows up** on the case status.
- We provide **regular updates** to the client regarding further developments.

Our goal is to ensure a **smooth, professional, and effective legal process** for our clients, backed by experienced legal experts.