

Orly Sonnenklar

Paralegal

osonnenklar@tarterkrinsky.com

+1 212 216 1178



Orly Sonnenklar is a paralegal in the Firm's Real Estate and Corporate, Securities, and M&A Practices with more than 12 years of experience. She assists attorneys in the acquisitions, sales, and refinancing of commercial real estate.

Orly acts as a liaison among clients, attorneys, lenders, brokers, and managing agents. She prepares real property transfer documents, including contracts of sale, deeds, leases, assignments, affidavits, satisfactions of mortgage, consents, Estoppel certificates, and operating agreements, as well as NYC and NYS transfer tax forms. She handles the review, analysis, and clearing of titles and surveys. She also assists with filing and recording documents regarding formations of partnerships, corporations, and limited liability companies.

In addition, Orly drafts, files, and manages various business entity documents for corporations, LLCs, and partnerships with State agencies; handles UCC filings; maintains client corporate books keeping track of company stock issuances; and prepares stock certificates.

Education

- Nassau Community College
 - AAS Degree in Paralegal Studies
- Nassau Community College
 - ABA Accredited Certificate in Paralegal Studies

Languages

- Hebrew
- Romanian

Professional Affiliations

- American Business Women's Association

Related Services

- Real Estate
- Corporate, Securities, and M&A
- Real Estate Purchase & Sale Transactions
- International