CCRcorp Essential Resources



### TheCorporateCounsel.net

Authored and curated by our team of experienced attorney-editors, **TheCorporateCounsel.net** offers a collection of "timely, accurate and well-researched" resources; designed to help corporate attorneys navigate various corporate and securities issues.

With one hundred years of combined experience and trusted by a majority of the Am Law firms, TheCorporateCounsel.net covers more than **500 practices areas** with:

- Over 250 detailed **checklists** with substantive writeups to help you navigate through various complex corporate governance issues
- An **online document library** with hundreds of samples & model plans, agreements, charters, agendas, etc.
- Six **blogs** and dozens of **webcasts** with written transcripts providing expert insights and timely news on the latest developments
- Thousands of memos on various emerging corporate topics
- A **Monthly Newsletter** (E-Minders) providing news and practical guidance on a timely basis
- · Timely interviews & podcasts with the leading experts
- Two Interactive **Q&A/Discussion Forums**, where members can post questions anonymously, track a discussion and run a keyword search
- Dozens of **surveys**, where members can gain perspective or public perception on a certain topic or issue
- AND more than 70 handbooks written by our editorial staff

With thousands of best of breed resources, TheCorporateCounsel.net is relied upon by most corporate & securities practitioners to navigate through various SEC regulations.

#### Practice Areas Covered in TheCorporateCounsel.net

'34 Act Registration 401(K) Securities Litigation Accelerated Filers Accounting Overview Accredited Investor ADRs Advance Notice Bylaws Advancement of Legal Fees AIM Market Analyst Research/Days Annual Shareholders' Meetings Anti-Bribery Asset-Backed Securities At-the-Market Offerings Attorney-Client Privilege Attorney Conduct Audit Committees Audit Documentation/Work Papers Audit Fees Audit Firm Periodic Reporting Audit Response Letters Auditing Process Auditor Confidentiality Auditor Engagement Auditor Independence Auditor Inspections Auditor Liability Auditor Reports Auditor Rotation B Corps "Bad Actors" Bankruptcy & Reorganization Beneficial Ownership Table Benefit Corporations Best Efforts Offerings Berlin-Bremen Stock Exchange Blackout Periods Block Transactions Blogging Blue Sky Laws Board Access to Management Board & Director Evaluations Board Chairs Board Committees Board Composition Board Confidentiality

Board Conflicts of Interest Board Delegation Board Diversity Board Duties Board Extranets Board Leadership Board Materials Board Meetings Board Minutes Board Policies Board Portals Board Resolutions Board Strategy Board Succession Board Tenure Book-Entry Registration Books & Records Bought Deals Broker Non-Votes **Business Development Companies Business Disclosure** Buybacks Bylaws California Corporations Canadian Law Capital Projects Career Development Carl's Corner Cash Balance Plans Cashless Exercises **CEO** Evaluations CEO Removal CEO Succession **CEO/CFO** Certifications CEO/Chair Split Change in Auditors Change of Fiscal Year Charitable Giving Policies Checklists China Class Actions Climate Change Codes of Conduct Codes of Ethics Comfort Letters Comment Letters

Comments to SEC Committee Charters Committee Composition & Authority **Compensation Committees** Compliance Committees Compliance Programs Compliance Training Conference Notes Confidential Treatment Requests Conflict Minerals Conflicts of Interest Contingencies/Tax Uncertainties Contract Review & Approval Controlled Companies Convergence Convertible Debt Corporate Governance Corporate Governance Committees Corporate Governance Guidelines Corporate Governance Ratings Corporate Governance Surveys Corporate Governance Web Pages Corporate Opportunity Corporate Secretaries Dept Corporate Use of Websites Covered Bonds Credit Arrangements Credit Crunch Credit Facilities Credit Ratings Crisis Management Critical Accounting Estimates & Policy Disclosure Crowdfunding Cybersecurity D&O Insurance D&O Questionnaires Data Security Deal Cubes Debt Financings/Loans Definition of "Securities" Delaware Law Delegations of Authority Delisting Deregistration & Modified Reporting Derivatives Description of Securities **Digital Securities** Direct Registration

Director Attendance Director Conflicts Director Disputes Director Duties & Liabilities Director Education Director Emeritus Director Evaluations Director Expense Reimbursements Director Independence Director Orientation Director Qualifications Director Recruitment Director Removal Director Resignations Director Retirement & Death Disclosure Analysis and Samples Disclosure Committees Disclosure Controls Disclosure Effectiveness Disclosure Reform Discontinued Operations Diversity Dividends Document Retention Dodd-Frank Act DRIPS/Direct Stock Purchase Plans Due Diligence Duty to Update E-Deliverv E-Forums E-Proxy Earnings Guidance Earnings Releases **Electronic Communications Policies** Electronic Discovery **Emerging Growth Companies** Employee-Bloggers Empty Voting Enforcement Issues Environmental Disclosure Equity Offerings Equity Plan Approval **ERISA Securities Litigation** Escheatment ESG ESOARS Europe **Executive Committees** Executive Compensation Disclosure

"Executive Officer" Determination Executive Sessions Exclusive Forum Bylaws Exhibits Fair Value Accounting Family-Owned FAST Act Federal v. State Law Fee-Shifting Bylaws Fiduciary Duties Filed vs. Furnished Filing Fees **FIN 48** Financial Experts Financial Fraud Financial Institutions Fiscal Year Change Flexible Purpose Corp FOIA Foreign Corrupt Practices Act Foreign Private Issuers Foreign Subsidiaries Forensic Accounting Form S-3 Form S-8 Form 10-K Form 10-K Wraps Form 10-Q Form 20-F Form 8-K/Real-Time Disclosure Forum Shopping Forward-Looking Information Fraud Prevention Free Writing Prospectuses General Solicitation Glass Lewis Global Security Risks Global Warming Globalization of Accounting Standards Glossy Annual Reports Going Concern Going Dark Going In-House/Going Solo Governance Committees Governance Ratings Guarantees Guarantors Gun-Jumping Handbooks Hedge Funds

Hedging High-Yield Securities Hiring More Staff/Corporate Securities Dept. Hong Kong IFRS Impairment Charges Inadvertent Investment Companies Income Deposit Securities Indemnification Arrangements India Insider Trading Insider Trading Policies Inspection Demands Inspector of Elections Institutional Investors Intangible Assets Integration Interim Financial Review and Reporting Internal Affairs Doctrine Internal Auditors Internal Controls Internal Investigations International Issues Investment Advisors Investment Policies Investor Composition/Surveillance Investor Policies Investor Relations Web Pages IPOs Iran Sanctions ISS Item 401(f) of Regulation S-K Japan JCEB Meeting with SEC Staff Notes Job Choice/Changes Job Descriptions Job Search JOBS Act Large Trader Reporting Late SEC Filings Law Firm Billing Lead Directors Lease Accounting Legal Opinions Legal Proceedings Disclosure Limited Liability Companies Limited Partnerships Litigation Litigation Disclosure Loans to Insiders

M&A Board Committees Majority Vote Movement Master Limited Partnerships MD&A Management Representation Letters Margin Rules Materiality Mergers & Acquisitions Mine Safety Mining Minutes Model Governance Policies Mutual Funds Mutual Fund Voting Name Change Nasdag Guidance National Security NYSE Guidance Nominating Committees Non-Compete Agreements Non-GAAP Measures Non-Profits Notice & Access Off-Balance Sheet Arrangements Officer Departures Offsetting Disclosures Odd-Lot Programs Oil & Gas Ombudsman OTC Bulletin Board Overvoting Pension Plans PIPEs Plain English Political Contributions Power of Attorney Pre-Approval of Audit & Non-Audit Services Policies Preferred Stock Preliminary Proxy Statements Presiding Directors Privacy Rights Private Companies Private Placements/Regulation D Pro Formas

Properties Disclosure Proxy Access Proxy Advisors Proxy Cards Proxy Plumbing Proxy Season Proxy Solicitation Qualified Legal Compliance Committees Rating Agencies Real-Time Disclosure Reaudits Record Retention Registered Directs Registration Rights Agreements Regulation A/A+ Regulation BTR Regulation D Regulation FD Regulation G Regulation M Regulation S Regulation S-K Regulation S-X Regulatory Reform Reincorporation REITS Related Party Disclosures Related Party Transactions Reporting Up-the-Ladder Repurchases Rescission Offerings Resource Extraction Restatements Restructuring Charges **Revenue Recognition Risk Committees** Risk Factors Risk Management Roadshows Rule 10b5-1 Rule 102(e) Actions Rule 12b-25 Rule 144 Rule 144A Rule 155

Rule 701 Safe Harbor for Forward-Looking Information Sample Documents Sarbanes-Oxley Reform Schedule 13F Schedule 13G SEC Comment Process SEC Enforcement SEC Memories SEC Filing Fees Secondary Offerings Section 12(g) Section 16 Section 16 Delinquencies Disclosures Section 3(a)(9)Section 3(a)(10)Section 402 Section 83(b) Elections Securities Act Liability Securities Act Reform Securities Litigation Security Breaches Segment Disclosure Selling Shareholders Sentencing Guidelines Service Provider List Settlement Share Lending Shareholder Access Shareholder Activism Shareholder Approval of Plans Shareholder Derivative Claims Shareholder-Director Communications Shareholder Engagement Shareholder Proposals Shareholder Voting Shelf Registration Short Sales Signature Authority Policies Smaller Reporting Companies Social Media Social Responsibility Special Board Committees Split CEO/Chair Split-Dollar Life Insurance

St. Petersburg Exchange Stock Issuances Stock Ownership Guidelines Stock Repurchases/Regulation M Stock Splits Stockholder Lists Strategic Planning Subsequent Events Subsidiaries Subprime/Credit Crunch Succession Planning Summary Annual Reports Summary Compensation Table Sustainability Swaps TARP Tax Opinions Tax Uncertainties Transfer Agents Trust Indentures Trust Preferred Securities Unanimous Written Consents Unbundling Unclaimed Property Underwriting Arrangements Usable Disclosure Unsponsored ADRs Venture Capital Video Annual Reports Virtual Annual Meetings Voluntary Filers Voting Instruction Forms Voting Policies Voting Results Website Disclosure Whistleblowers White Collar Crime Window Period Procedures WKSIs Work Papers XBRL

### Romeo & Dye's Section16.net

Section 16.net is widely recognized as the premier online research platform providing practical guidance on issues involving Section 16 of the Securities Exchange Act of 1934 and all of its related rules. The Editor is Alan Dye, along with fellow Hogan Lovells partner Peter Romeo, who has authored the "bibles" of Section 16 since the 1990s, including the popular Romeo & Dye's "Section 16 Forms & Filings Handbook" and Romeo & Dye's "Section 16 Treatise and Reporting Guide."

Section 16.net offers a collection of resources designed to help you effectively prepare forms 3, 4 and 5 and understand how to avoid Section 16(b) liability.

Here are some of the resources available via Section16.net:

- Romeo & Dye's Section 16 Forms & Filings Handbook (electronic version)
- Romeo & Dye's Section 16 Treatise and Reporting Guide (electronic version)
- The compliance officer's starter kit
- Year-end checklists and materials
- Beneficial ownership questions for D&O questionnaires
- Sample **disclosures**, model memos, sample **board resolutions** and other sample compliance materials
- Dozens of law firm **memos** and articles
- Section 16 cases & enforcement actions
- · Romeo & Dye's Section 16 Compliance Chart
- Regular news alerts, with instant analysis on the latest regulatory and litigation developments from Alan Dye including Alan's Section16.net Blog!
- Popular webcast program Alan Dye on the Latest Section 16 Developments
- The Section 16 Q&A Forum, where members can post questions anonymously for Alan and other members to respond, track a discussion and run a keyword search
- Electronic back issues of Quarterly Section Updates (back to 1991)
- AND Relevant SEC materials

With **Section 16(b) litigation** on the rise, Section16.net is considered to be indispensable by the majority of the Am Law 200 firms and hundreds of in-house Section 16 professionals.

### **CompensationStandards.com**

**CompensationStandards.com** is the premier reference platform for many compensation professionals because of its "timely, accurate and well-researched" practical guidance on executive compensation issues.

Our attorney-editors have created dozens of important practice areas and curated all of the relevant resources into each concentration. These resources include:

- **Practice pointers** contributed to by our Task Force, consisting of the top "thought leaders" in the area of executive compensation
- Analysis of new plans, features and practices, including sample tools to more responsibly set pay practices
- · Examples of sound proxy disclosures and other checklists
- A portal of thoughtful **media articles and memos**, including articles about good and bad practices
- The **Q&A/Discussion Forum**, where many top consultants and compensation lawyers regularly share ideas and practice tips
- Latest Edition of Executive Compensation Disclosure Treatise & Reporting Guide
- Dozens of webcasts with written transcripts
- Relevant SEC materials
- Three popular **blogs**, including one where over 15 compensation consultants regularly contribute
- AND Quarterly issues of the Compensation Standards newsletter

With heightened attention being paid to disclosure, our members rely on CompensationStandards.com to provide them with timely guidance.

#### **DealLawyers.com**

**DealLawyers.com** is an educational service that provides practical guidance on legal issues involving public and private mergers and acquisitions, joint ventures, private equity, restructurings and anything else that acquisitive minds want to know.

Building on the foundation of our community–which consists of well over 16,000 practitioners–we provide valuable practical guidance and news on the latest M&A developments through the many resources on DealLawyers.com, including:

- More than **75 Practice Areas**, covering important topics such as Break-Up/Termination Fees, Carve-Outs, Change-in-Control, Go-Shop Provisions/Standstill Agreements, MAC Clauses, Poison Pills, Reverse Mergers, Tender Offers, etc.
- Dozens of Sample Documents like Asset Purchase Agreements, Stock Purchase Agreements, Standstill Agreements, Merger Agreements, Letters of Intent, Spin Offs, Proxy Fights, etc.
- Applicable SEC and State Laws
- Noteworthy M&A Litigation
- The **Q&A/Discussion Forum**, where many top M&A lawyers would share ideas and practice tips regularly
- Dozens of webcasts with written transcripts
- John's Tales, a member-only blog, with stories aimed to educate while entertaining. Some of the recent blogs include discussions on State Takeover Statutues, Sign & Consent Practice Points, Fraudulent Transfer Statutes, Due Diligence, Corporate Torts, etc.
- And the DealLawyers.com Blog

# HARD COPY TREATISES

#### **IN-HOUSE ESSENTIALS TREATISE**

Authored by a former SEC Staff Attorney and a former partner of a major law firm, this treatise is a collection of practical handbooks that tackle topics that in-house practitioners face on a daily basis. Topics include:

- Insider Trading Policies
- Rule 10b5-1 Trading
  Plans
- Rule 144
- Regulation FD
- Form 8-K
- Director Independence
- Disclosure Deadlines
- NSYE Listing Standards
- Nasdaq Listing Standards

- Proxy Advisors
- Auditor Engagement
- Audit Response Letters
- Form S-8
- Regulation D
- SEC Enforcement
- · Corporate Security's Department
- Non-GAAP Financial Measures
- Stock Buybacks

## PROXY SEASON DISCLOSURE TREATISE & REPORTING GUIDE

For anyone who is working on proxy season disclosure, this treatise, with more than 1750 pages, is a must-have that provides valuable guidance on the following topics:

- D&O Questionnaires
- Form 10-KAnnual Report & 10-K Wrap (Rule 14a-3)
- Preliminary Proxy Statements (Rule 14-a-6(a))
- Proxy Card/Voting Instruction Form (Rule 14a-4)
- E-Proxy/Notice & Access (Rule 14a-16)
- Management Proposals
- Shareholder Proposals (Rule 14a-8)
- Confidential Treatment Requests (Exchange Act Rule 24b- 2/Securities Act Rule 406/FOIA Rule 83)
- SEC Comment Letter Process
- Business Disclosure (Item 101 of Regulation S-K)
- Properties Disclosure (Item 102 of Regulation S-K)
- Legal Proceedings Disclosure (Item 103 of Regulation S-K)
- Description of Securities Disclosure (Item 202 of Regulation S-K)
- MD&A (item 303 of Regulation S-K)

- Accountant Changes & Disagreements Disclosure (Item 304 of Regulation S-K/ Item 4.01 of Form 8-K)
- Internal Controls Disclosures (rules 13a-14 & 13a-15/Item 308 of Regulation S-K)
- D&O Biographical/Director Qualifications & Skills Disclosure (Item 401(a)-(e) of Reg S-K)
- Director & Executive Officer's Legal Proceedings Disclosure (Item 401(f) of Reg S-K)
- Beneficial Ownership Table (Item 403 of Regulation S-K)
- Related Party Transactions Disclosure (Item 404 of Regulation S-K)
- Section 16 Delinquencies Disclosure (Item 405 of Regulation S-K)
- Code of Ethics/Conduct Disclosure (Item 406 of Regulation S-K/Item 5.05 of Form 8-K)
- Board Meeting/Board Committee Disclosure (Item 407(b) of Regulation S-K)
- Director Attendance at Annual Meetings Disclosure (Item 407(b) of Regulation S-K)

- Nominating Committee Process/Director Nominee Qualifications Disclosure (Item 407(c) of Regulation S-K)
- Audit Committee Disclosure (Item 407(d) of Regulation S-K)
- Shareholder Communications with Directors Disclosure (Item 407(f) of Regulation S-K)
- Risk Factors Disclosure (Item 503(c) of Regulation S-K)
- 10-K and 10-Q Exhibits (Item 601 of Regulation S-K)

- CEO/CFO Certifications (Item 601(b)(31) & (32) of Regulation S-K/Exchange Act Rule 13a-14/15d-14)
- Voting Requirement & Results Disclosure (Item 6&21 of Schedule 14A/Item 5.7 of Form 8-K)
- Audit Fees & Pre-Approval of Non-Audit Services Disclosures/Auditor Ratification (Item 9 of Schedule 14A/ Item 14 in Part III of Form 10-K)

### **CORPORATE GOVERNANCE TREATISE**

With nearly 1700 pages, this detailed treatise offers over 300 checklists, with substantive writeups, to help you navigate through various complex corporate governance issues, including:

- 21 checklists relating to Annual Meetings
- · 29 checklists relating to Directors
- 13 checklists on Shareholder Proposals
- 11 checklists on Audit Committees
- 5 checklists on Auditors
- 5 checklists on Shareholder Engagements
- 7 checklists on CEO
- · 31 checklists relating to the Board plus
- · 24 checklists on Board Committees
- 14 checklists on Board Policies
- 9 checklists on Board Meetings
- 7 checklists on Board Minutes
- And many more!!!

## **EXECUTIVE COMPENSATION DISCLOSURE TREATISE**

Written by Broc Romanek, David Lynn of Morrison & Foerster and Mark Borges of Compensia, this treatise offers practical guidance on various issues relating to executive compensation disclosure; including three key chapters—one on the new SEC's pay ratio rules, with over 60 pages of practical analysis and model disclosures—and two on say-onpay disclosures and solicitation strategies! Other topics include:

- Disclosure Controls & Procedures
- Determination of "Named Executive Officers"
- Compensation Discussion
  & Analysis
- Compensation
  Committee Report
- Summary Compensation Table
- Perks & Other Personal Benefits
- Equity Tables
- Post-Employment: Pension Benefits & Non- Qualified Deferred Compensation Tables
- Post-Employment: Change-in-Control & Severance Disclosures

- Director Compensation
- Related-Party Transactions: Interplay of Items 402 & 404
- Compensation Committee Disclosure
- Equity Compensation Plan
- Plan Disclosure When Seeking Shareholder Action
- Stock Performance Graph
- Executive Summary for the CD&A
- Compensation-Related Risk
  Disclosure
- Proxy Statement Summary
- Form 8-K
- 10-K and 10-Q Exhibits

# PRACTICAL M&A TREATISE

Written by practitioners with more than 30 years of deal-making experience, this treatise provides a concise, readable overview of the principal issues that dealmakers confront in structuring, negotiating, documenting and successfully closing mergers and acquisitions. Topics include state corporate law mechanics, documentation, federal securities, tax and antitrust issues, accounting, antitakeover provisions, successorship issues, and fiduciary duties of directors and controlling shareholders.

# **ROMEO & DYE'S SECTION 16 TREATISE & REPORTING GUIDE**

Authored by Peter Romeo & Alan Dye, this treatise is the essential Section 16 resource providing practical guidance on Section 16 of the Securities Exchange Act of 1934 and all of its related rules. Here is a list of the chapters:

- Statutory Scheme
- Statutory Insiders
- Equity Securities
- Beneficial Ownership
- The Reporting System
- Reporting Exemptions
- Reporting Guidelines
- Issuer Disclosure and Compliance

- Short Swing Liability
- Purchase and Sale
- Short-Swing Measuring Period
- Realized Profit
- Section 16(b) Exemptions
- Transactions with the Issuer Under 16b-3
- Short Sales and Other Transactions

## **OTHER ESSENTIALS**

#### **ROMEO & DYE'S SECTION 16 ANNUAL SERVICE**

With key executives' and directors' transactions on the line, the majority of Section 16 compliance professionals are counting on the resources authored Peter Romeo and Alan Dye to navigate these troubled waters. Our Romeo & Dye's "Section 16 Annual Service" consists of:

- Romeo & Dye's "Section 16 Forms & Filings Handbook"
- Romeo & Dye's "Section 16 Deskbook"
- Romeo & Dye's "Section 16 Updates Quarterly Newsletter"

### **ROMEO & DYE'S SECTION 16 FILER**

Romeo & Dye's "Section 16 Filer" is a great complimentary resource to Section16.net and is one of the most cost-effective ways to file your EDGARized Section 16 filings with the SEC.

## **ROMEO & DYE'S SECTION 16 BOOTCAMP**

The Section 16 Bootcamp is a combination of two resources for Section 16 beginners, including:

- Access to 14 online videos featuring Alan Dye, explaining all the basics (total of three hours of content)
- Copy of "<u>Section 16 Tales A Beginner's Manual</u>" (you'll have this paperback mailed to you)

## DEAL UNIVERSITY WORKSHOP

Our new "Deal U. Workshop" is the perfect way to train those new to working in M&A. Each attendee receives these three critical and practical resources:

- Deal U. Podcasts Access to nearly 60 podcasts about M&A activities
  tailored to those new to this area. Each podcast ranges between 5-10 minutes, for a total of 7 hours in content.
- Deal U. Situational Scenarios Our 30+ situational scenarios with detailed analysis, will help you fully comprehend many different aspects of deal practice.
- "Deal Tales" Paperbacks A Three Volume Set Education by entertainment! This series of three paperback books teaches the kind of things that you won't learn at conferences, nor in treatises or firm memos.

## NEWSLETTERS

### THE CORPORATE COUNSEL

With all of the new (and upcoming) SEC rules and Staff interpretations, public companies and counsel have relied on our practical bi-monthly print publication for the past 40 years to better understand various emerging corporate finance and corporate governance issues. Written by leading experts, *The Corporate Counsel* print newsletter provides an in-depth analysis covering critical proxy disclosure and other important guidance to prevent missteps in the days ahead.

## THE CORPORATE EXECUTIVE

For the past 25 years, public companies have turned to *The Corporate Executive* to learn the latest best practices on various executive compensation programs, such as pay ratio disclosures. Upcoming issues of *The Corporate Executive* will tell you what works, as well as the traps to avoid when trying to make the most of your stock plans and other compensation programs.

### DEAL LAWYERS NEWSLETTER

Tailored for the busy dealmaker, *The Deal Lawyers* bi-monthly print newsletter provides guidance on the nuances of the latest legal M&A developments; as well as provides practice pointers and analysis on timeless "bread and butter" issues that assists dealmakers in daily practice but will not overload you with useless information.

### PAPERBACKS

#### **REG FD TALES**

Reg FD Tales teaches the kind of things that you won't learn at conferences, nor in treatises or firm memos. Broc Romanek, a 30-year vet of the corporate community, used stories to explain the nuances of Reg FD.

#### DEAL TALES

For the M&A novice, this series teaches the fundamentals through John Jenkin's humorous stories and experiences on hundreds of deals. This three-volume set highlights and explains the principles of confidentiality agreements, letters of intent, negotiating value, tender offers, materiality and much more.

### **SECTION 16 TALES**

A great resource for Section 16 beginners, this book teaches the basic knowledge to get attorneys, financial reporting professionals and paralegals up to speed on Section 16, so they can take advantage of the more robust Section 16 resources we offer, such as Romeo & Dye's "Section 16 Annual Service" or Section16.net.

### 101 PRO TIPS- CAREER ADVICE FOR THE AGES

For those new to the practice of securities law and corporate governance, check out our 180-page paperback - entitled "101 Pro Tips - Career Advice for the Ages" - that provides practical guidance in ten different areas including: career development, getting paid, work skills, educating yourself, handling assignments and more.

## **IN-HOUSE ACCELERATOR**

For those "new to in-house" (or those who want to become acquanited with this type of knowledge), check out our 200-page paperback - entitled "The In-House Accelerator" - that will help you ramp up-to-speed in a variety of corporate governance and securities law topics. The paperback consists of 216 FAQs.

### **ABOUT US**

CCRcorp (formerly Executive Press) is a legal publishing company that provides practical guidance on legal issues involving corporate and securities regulation, corporate governance, executive compensation, M&A and many other areas impacting today's corporate practitioner. Liz Dunshee is Managing Editor of TheCorporateCounsel.net, CompensationStandards.com and DealLawyers.com. Prior to joining TheCorporateCounsel.net, Liz co-chaired the Corporate Governance and Executive Compensation practice areas at Fredrikson & Byron in Minneapolis, where she counseled public companies on investor communications and engagement, SEC and exchange-based disclosure requirements, listing standards, trading policies and plans, and employee compliance training.

Alan Dye is a partner at Hogan Lovells and is considered the leading authority on Section 16. Before he joined Hogan Lovells in 1986, Alan served on the staff of the Securities and Exchange Commission, where he served for two years in the Division of Corporation Finance and then for two years as special counsel to the chairman. He also chairs the Securities, Commodities and Exchanges Committee of the ABA Section of Administrative Law.

**David Lynn** is a partner in the Washington, D.C. Office of Morrison & Foerster, and is Co-Chair of the firm's Global Corporate Finance Group. David was the Chief Counsel of the SEC's Division of Corporation Finance from 2003-2007, where he led the rulemaking team that drafted sweeping revisions to the SEC's executive compensation and related party disclosure rules.

**John Jenkins** is a partner in the Cleveland office of Calfee, Halter & Griswold LLP. John's experience includes representing issuers and underwriters of debt and equity securities in more than 100 underwritten public and Rule 144A offerings; negotiation of mergers, stock and asset acquisitions and divestitures involving private and public companies; counseling directors on fiduciary obligations in connection with proposed change of control transactions and disclosure obligations under the federal securities laws. He has also represented targets of SEC, SRO and stock exchange investigations and enforcement proceedings, and has served as counsel to corporations and board committees conducting internal investigations involving allegations of misconduct.

**Michael Melbinger** is a Partner of Winston & Strawn LLP and has extensive experiences with designing and implementing stock and nonstock based executive compensation and benefit programs for public and private companies. He advises boards of directors, compensation committees, and senior executives and legal departments in these matters. According to Chambers USA, "Mr. Melbinger is held in high regard by his Chicago contemporaries, with one observer noting that, 'He is fantastic, he does executive compensation and does it very well.""

**Mark Borges** is a principal with Compensia, Inc., a management consulting firm providing executive compensation advisory services to compensation committees and senior management of knowledge-based companies. From April 2003 until September 2007, he was a principal for Mercer in the firm's Washington Resource Group in Washington, DC. Previously, Mr. Borges was a Special Counsel of SEC's Division of Corporation Finance. Before that, he was General Counsel for ShareData, Inc. Mr. Borges practiced law with the firms of Ware & Friedenrich (now DLA Piper) from 1987 to 1992 and Pillsbury, Madison & Sutro (now Pillsbury Winthrop) from 1982 to 1987. From 1981 to 1982, he served as law clerk to the Honorable Marion T. Bennett of the United States Court of Claims in Washington, DC.

**Lynn Jokela** is Associate Editor of TheCorporateCounsel.net, CompensationStandards.com and DealLawyers.com. Lynn offers a practical & well-informed perspective, having practiced for over 11 years in the Corporate Secretary group at a Dow 30 company, where she advised on corporate governance, SEC compliance, listing standards, proxy advisors, executive compensation and anything else that landed on her desk. Lynn began her legal career by working with public companies as outside counsel and prior to that spent many years in Finance with a Fortune 10 company.

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