The Legal 500 United States 2015

Frequently Asked Questions

When was the current edition published, and what is the timetable for the next edition?

The current (2014) edition was published in June 2014. The deadline for submissions for the 2015 edition is in November 2014. See editorial submission guidelines for details of the follow-up research.

When do you publish the details of the researchers for the next edition?

We publish details of which researcher is covering which area, along with contact details, after the relevant submission deadline has passed. They will be posted on the Legal 500 website (at www.legal500.com/assets/pages/about-us/get-involved.html).

Our firm is not currently recommended in the editorial of *The Legal 500 United States*, but we believe we warrant a recommendation. What should we do next?

The editorial research is based on firms' written editorial submissions, and follow-up research with firms and their clients. The first step is therefore to provide us with a written editorial submission. If the submission deadline has passed, see question relating to late submissions below.

Please refer to the editorial submission guidelines for details of the information we ask for. You should provide a separate submission for each practice area for which you believe your firm warrants a recommendation.

What is the difference between editorial and sales?

The task of the editorial team is to research the legal market, practice area by practice area; to assign rankings to firms' practices; and to write accompanying editorial. There is no cost associated with making an editorial submission.

The sales side of The Legal 500 relates to the paid-for firm and lawyer profiles. The firm profiles appear after the editorial for each country, and the lawyer profiles appear towards the end of the book; firm and lawyer profiles also appear online. The profiles are written by the firms, not by The Legal 500.

The editorial and sales sides operate independently. Some firms pay for profiles but are not recommended in the editorial. Others are recommended but choose not take profiles.

Does a practice have to be a certain size before it is eligible to be editorially recommended?

No, although the size of the team, and its strength in depth, are among the factors which the editorial researcher will take into account when assessing a practice against its competitors. Others include the quality of work handled, the calibre of clients, client feedback, and the reputation of individual practitioners.

If we send firm and partner profiles, do we also need to send an editorial submission?

Yes. Editorial researchers do not see the profiles provided by firms. The editorial research is independent of the sales process.

Do you have a pro forma/model editorial submission?

Submissions should contain the information requested in the editorial submission guidelines, but we do not currently publish a pro forma submission.

We are currently recommended in *The Legal 500 United States*. Do we need to continue to provide editorial submissions in order to retain our ranking?

Yes. We do take into account a firm's track record in a particular area, but the editorial research is conducted afresh each year.

We are not going to be able to meet the editorial submission deadline. Do you accept late submissions?

The Legal 500 series receives thousands of submissions every year, and researchers are under tight deadlines to research practice areas. It is in firms' own interests for their submissions (including feedback on the current rankings) to have been fully reviewed by the researchers as part of their preparation for their follow-up research. Our overriding aim is to produce editorial which is as accurate as possible, but firms should be aware that submissions delivered late may not be given as full consideration as submissions received on time.

Do the researchers interview all firms who provide a submission for a particular practice area? Do we need to do anything to ensure a follow-up interview?

As a general rule, all firms who provide a submission within the editorial guidelines will be granted an interview, and we encourage you to contact the relevant researcher after their contact details have been published to set this up. In some instances, eg where a particularly high volume of submissions has been received, then an interview may not be granted if the researcher feels they have sufficient information already.

How can I be sure that a submission has been received?

All submissions received by email will receive an auto-reply confirming receipt. If you have any queries, please contact Laura Brown (laura.brown@legal500.com).

What form does your referee research take?

In the first instance we send a standard email to referees. This identifies the firm that has provided the individual as a referee, and the relevant practice area, and requests feedback on the individual's experience of that practice. The referee is also invited to give feedback on other law firms. The email may be followed by a telephone discussion, if requested by the referee. All feedback is given on a confidential, non-attributable basis.

What questions do you ask referees?

1) How long have you used the firm in this area, and on what type/value of work do you instruct it?

2) How would you describe the firm's key strengths and overall level of service? (Factors may include response times, business acumen/industry knowledge, appropriateness of advice, strength-in-depth of team, and value for money).

3) Which individual lawyers would you single out as being particularly good? What do you see as their strengths and qualities?

4) How does the firm compare to any others of which you have experience in this area? Would you recommend any other firms/lawyers?

5) Do you have any other comments?

Do you accept updates to submissions?

The researchers are primarily looking to update the editorial based on an annual review of the practice, for the year ending just prior to the submission deadline. However, so that the editorial is as accurate as possible, firms are encouraged to update major developments (mergers and team moves in particular) occurring after the submission deadline.

There is a factual error in The Legal 500 United States. We are aware that it is too late for the hard copy publication, but can you amend the error in the online version?

We will amend any factual errors online. If you are aware of a factual error, please contact editorial@legal500.com.

Do you publish practice area definitions?

No, as we don't wish to define the market without allowing it to speak for itself. We invite you to categorize your firm's work in the way you best see fit. Unless it is a brand new category, for guidance you may wish to read the overview section, which describes what was covered in the most recent edition.

We have an active practice in an area that is not currently a Legal 500 category. Should we provide a submission for it anyway?

No. The list of sections has been finalised for the 2015 edition, and no additional sections will be added without notifying all firms potentially affected. Firms are advised to look at the published list of categories, and include the information as part of a submission for the category which closest fits the practice concerned.

We think you should introduce a new editorial category. Do you accept suggestions, and if so who should we contact?

We aim to structure the editorial in a way that reflects the market, and do keep the editorial categories under review. The list of sections has been finalised for the 2015 edition, but if you have suggestions for editions thereafter you should contact Lauren Hughes at editorial@legal500.com; the list of sections for the 2016 edition will be finalised by July 2015.

Who should I contact for more information?

Please email editorial@legal500.com