The LEGAL 500

UNITED STATES

The clients' guide to national law firms

Editorial submission request –

ANTITRUST 2017

You can also download submission guidelines on **Dispute resolution; Finance; Government; Industry focus; Intellectual property; Investment fund formation and management; Labor and employment**; **M&A/corporate and commercial; Media, technology and telecoms; Real estate and construction;** and **Tax** from **legal500.com/assets/pages/about-us/get-involved.html**

The LEGAL 500 UNITED STATES

ANTITRUST
Editorial submission request

We will soon be starting research for the 2017 edition of *The Legal 500 United States*, and invite you to provide us with editorial submissions along the attached guidelines.

Submissions should reach us no later than **Wednesday 16 November 2016.**

I would remind you that firms appear in the editorial sections of *The Legal 500* free of charge. Any queries regarding directory listings (ie paid-for entries) should be addressed to **Darren Clarke**, email darren.clarke@legal500.com, **Tim Verbrugge**, email tim.verbrugge@legal500.com, or **David Freeman**, email david.freeman@legal500.com.

If you have any queries, please email the address below, although you may first wish to check the FAQs at: **legal500.com/assets/pages/about-us/get-involved.html**.

Yours sincerely

Seth Singh Jennings
Editor, The Legal 500 United States
sethsj@legal500.com

When preparing submissions, remember that:

NATIONAL: The Legal 500 focuses solely on national practices (it is not a state-by-state analysis of local markets)

ELITE: In the 2016 edition, The Legal 500 ranked just 325 firms, all operating at a national level

Your submission should therefore focus on national areas of practice, where the firm is a clear market-leader.

2017

The LEGAL 500 UNITED STATES

TIMETABLE

Referees should reach us no later than Wednesday 16 November 2016

Editorial submissions should reach us no later than Wednesday 16 November 2016

Follow-up research will be conducted by telephone interviews between 28 November 2016 and 20 January 2017

Details of the researchers will be posted on our website shortly before research begins at **legal500.com/assets/pages/about-us/get-involved.html**

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Submissions by practice area

The editorial of *The Legal 500* is structured by practice area. Submissions should include the following information in order:

1) Introductory bullet points

2) Feedback

3) Contact details

4) Next generation lawyers

5) Referees

6) Detailed work highlights

7) List of active clients

8) Team information

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Confidentiality

We will assume that all information provided to us is not confidential and may be referred to in the editorial, unless you indicate otherwise. Please identify clearly all areas of confidential information – specifically client names, deal or case values in every individual mention, or other details – by marking that information **CONFIDENTIAL**, in bold and upper case.

Sending submissions

- Please email your submission to **editorial@legal500.com.**
- Please mark the subject line as follows:
  US/Practice area/firm name

  eg **US/Antitrust/Smith & Jones LLP**
- You should also send an Excel spreadsheet of referees relating to the practice area (see page 6). Please note, the deadline for submitting client referees is 16 November 2016.
- Please ensure you send your submissions in by the deadline. The timetable for the research will be adhered to rigorously.

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Detailed submission guidelines

For each practice area, please provide the following:

Introductory bullet points

Brief bullet points introducing key points about your practice. For example, mention hires and departures, tell us what you are best known for, point out a very significant case or deal. Avoid lengthy paragraphs and avoid unsubstantiated claims.

Feedback on the 2016 edition

Do you agree with the ratings the practice received in the editorial and ranking of the 2016 edition? This is the starting point for the research, so firms are encouraged to provide feedback, including advising as to a suggested ranking for the forthcoming edition. (Please bear in mind that firms are ranked alphabetically within tiers).

Contact details

Please provide contact details for the person we should contact to arrange to follow up on the submission, ie contact name, position, email address and telephone number.

NEW: Next generation lawyers

The rankings in The Legal 500 focus on the bench strength of the teams within law firms. Currently we highlight partners in the leading individuals lists and within the editorial. Responding to feedback from GCs, who regularly assess the quality of the associates before they look at the partners – or simply look to the team as a whole – going forward we will be including lists of the USA's leading 'next generation' lawyers. Given the size and depth of the US market, the lists are likely to be made up mainly of newer partners (less than five years' experience), but in more niche practice areas lists may also include senior associates and counsel. We encourage firms to include information in the submission about individuals who fall into this category, and thus who have a strong case to be recognized by The Legal 500. This should include client referees and it should include credit given in the detailed work highlights.

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Referees (separate document)

Please provide a list of referees we can contact for feedback. You can provide as many referees as you wish. The list should preferably contain both longstanding clients and more recent client gains, lawyers who have referred work to the team, and counsel who can attest to the quality of work the firm provides.

Referees MUST be provided in a separate document – please use the Referee template at:
legal500.com/assets/pages/about-us/get-involved.html

For more information about how to fill in the referee spreadsheets, please read the guideline document at
legal500.com/assets/pages/about-us/get-involved.html

Detailed work highlights

(All work referred to should fall between December 2015 and November 2016)

Please provide details of up to 10 transactions, cases or other instructions for each practice area only which the firm considers to be significant and which indicate the team's range of recent expertise. In each instance, please identify the firm's role and indicate which partner(s) led the advice.
If you would like to supply additional highlights, please do so in bullet point form at the bottom of the document.

You are also encouraged to elaborate in order to put each transaction/case/instruction in context, rather than simply listing the matter in question. For example, why was the work important; what was the innovative nature of the deal; why is your practice uniquely placed to carry out the work, etc? At least one matter should be cleared for publication.

You may wish to provide, in addition, a more general indication of work handled in the course of the year, and may also identify other highlights of the year, for example new client gains or panel appointments.

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The focus of the research is on recent work. If, however, you think older work is significant – or would help us better to understand the nature of the practice – then please do mention it and explain why it is of interest. Other background information may also be provided. However firms should be warned against overloading the submission with details unlikely to assist researchers.

Please do not provide partner profiles/CVs in the submission.

Tip: If submitting in an area for the first time, it is recommended that you include several examples from the previous two years, as well as ten new examples of work.

Active clients

Providing a list of active key clients or panel appointments is a quick way to convey much useful information. **Identify new clients and indicate length of longstanding client relationships.**

Team information

Please identify:

- Head of team (including job title, email address, and telephone number)
- Partners who spend more than 50% of their time working in the practice area
- Number of other partners in the team
- Number of associates/assistants in team
- Significant recent arrivals and departures
- Office location of all individuals named
- New partner promotions and partner/counsel hires (with date of promotion/arrival, and previous firm if applicable)

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Practice areas researched

DEADLINE: Wednesday 16 November 2016

The following practice areas will be covered in the editorial. Please refer to the editorial at **legal500.com** to see last year's rankings.

- Cartels
- Civil litigation/class action
- Merger control