

CV Model – REAL ESTATE LAWYER

Nancy Lee

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AREAS OF EXPERTISE

Real estate law: Financing / Mortgage enforcement / Commercial leases / Real estate promotion and management

Condominium law

Construction law

Urban planning law

PROFESSIONAL EXPERIENCE

May 2015 to present: lawyer specializing in financing and mortgage enforcement

Ministry of Municipal Affairs and Housing Toronto

- Provide expertise to real estate investment trusts and large companies in the context of mergers, acquisitions, liquidations, and reorganizations
- Implement large real estate financing operations (e.g. acquisition of a property, construction financing, interim financing, insured and uninsured mortgage loans)
- Assist clients in negotiating loans on the security of real property, lower-ranked debt, mezzanine debt and other inter-creditor or creditor-tenant arrangements
- Draft and prepare financing documents
- Advise and represent lenders to protect their interests with respect to defaulting borrowers (e.g. bankruptcy, insolvency)

Jan. 2010 to April 2014: lawyer specializing in the development and management of real estate projects

Company A Toronto

- Advised real estate promoters and lenders on various issues (e.g. land severances, rezoning , rights of way and easements, official plan amendments, subdivision agreements)
- Provided promoters with experience and expertise as regards site selection and issues (e.g. quality of road network, competition, allowed usage, easements)
- Represented builders during the sale of their work (single family homes, condominiums, commercial sites)
- Optimized the various phases of a complex project

Jan. 2005 to Dec. 2009: lawyer specializing in commercial leases

Company B Toronto

- Prepared offers to lease, expand and purchase as well as leases and tenancy agreements
- Recommended to the owner/had observed by tenants various measures including terminations, surrenders, distresses and lease amendments
- Handled debt collection and settlement issues

Jan. 2000 to Dec. 2004: lawyer specializing in construction law

Ministry of Municipal Affairs and Housing Toronto

- Wrote, analyzed and negotiated the various types of contracts signed with various players in the profession including engineering, architecture, construction management, design, and equipment purchase contracts
- Assisted in writing joint venture, bonding and construction insurance agreements

PROFESSIONAL AFFILIATIONS

Member of the Toronto Bar

Member of Professional Engineers Ontario

Accredited mediator with the Ontario Mediation Program

PARTICIPATION IN RESEARCH

- Books
 - Nancy Lee (dir.), *Real Estate and Taxes: What You Should Know*, Toronto, AAA Publishing, 2007, 387 p.
 - Nancy Lee (dir.), *The Builder's Bible*, Toronto, AAA Publishing, 2002, 425 p.

- Participated in organizing symposiums and conferences
 - October 2017, "The Future of Real Estate in Ontario," Real Estate and Condo Show, Toronto
 - May 2015, "New Laws in Real Estate," Construction and Renovation Fair, Mississauga

EDUCATION

1999: Master of Laws, real estate option, S University

1997: Engineering degree, P School of Toronto

1996: Bachelor's degree in applied science, M University

LANGUAGES AND COMPUTER SKILLS

Bilingual (English and French)

Spanish: read, spoken

Mandarin and Arabic: basic knowledge

Word, Excel, PowerPoint, Access, Internet

HOBBIES AND LEISURE ACTIVITIES

Jogging, tennis, sailing

Movies, comic books, theatre

Volunteering: library, charitable organizations