



Shary Potter  
**Paralegal**

[spotter@bestlaw.com](mailto:spotter@bestlaw.com)

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60 South Sixth Street Suite 2700  
Minneapolis, MN  
P 612.349.5687

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## Helping people get through the family law process with professionalism and compassion.

Shary assists with all phases of family law matters from opening to closing of each case, including:

- > Drafting simple and complex pleadings and documents, including Motions, Affidavits, Judgment and Decree, Proposed Findings, Discovery, Qualified Domestic Relations Orders, and correspondence.
- > Drafting, organizing and maintaining balance sheets and nonmarital tracings.
- > Serving as a liaison between clients, attorneys, Court, and law firms to ensure open lines of communication and satisfaction of deadlines through written and verbal communications.
- > Assisting attorneys with hearing, trial, deposition and appeals preparation.

### **Areas of Practice**

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Family Law

### **Education**

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Paralegal Certificate, Sonoma State University

### **After Hours**

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I enjoy walking around the lakes, reading, gardening, working on my home, and spending time with family and friends.

### **Shary's Team**

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- > Cathy Gorlin, Attorney
- > Rebecca Chaffee, Attorney
- > Karolina Brekken-Hoerl, Attorney