

## Internship Opportunity by MSGM FIAT JUSTITIA LLP (Let Justice Be Done)

We are writing to you in reference for a formal internship. We would like to inform you that MSGM FIAT JUSTITIA LLP (Let Justice Be Done) is a limited liability partnership firm. We have two ways in which we connect to the students. One way is the online internship and the other is a physical internship in Kanpur for all law students and academicians in order to groom their required skills apart from their academic skills. This internship would help students to expand their network and carry out some practical tasks apart from their routine academic tasks. Moreover, this internship would also help interns to boost their confidence, research skills and will give them an identity in their own law college. After the completion of the internship, interns would be getting an internship certificate, recommendation letter for internships under Supreme Court and High Court lawyers and gifts (only for extraordinary

Our firm is a firm of Lawyers, Company Secretaries and Chartered Accountants.

**The first vertical division is the LITIGATION DEPARTMENT which handles court matters based in Delhi, Pune, Mumbai, Jabalpur, Hyderabad and Kolkata. It deals with matters relating**

- i. Negotiable Instruments Act- Cheque Bounce cases, Arbitration, Mediation, Conciliation, Family Court Cases, Contract Acts, Civil Recovery, Registry of Land, Insolvency and Bankruptcy Code, NCLT and NCLAT, Writ Petition, Caveat, Filings of appeal in High Courts and Supreme Court of India. Legal Process Outsourcing in India particularly in relation to handling the team of lawyers and paralegals to get the work pertaining to Accountancy, Attorney Data, Entry Deposition Summaries, Documentation, Services Due Diligence, Intellectual Property, Legal Research, Local Litigation var S
- ii. Filing of Insolvency Petition, filing of cases against employees in the labour court, satisfy registered rent agreements and power of attorneys for clients, formation of registered partnership deed, registration under shop establishment etc. Preparing and drafting Special Leave Petitions, Writ Petitions, Transfer Petitions, Miscellaneous Applications, Original Applications before NGT, Claims Petition for arbitration, and handling the same. Drafting & vetting Legal Notices, Agreements, Contracts etc. for legal proceedings under var
- iii. Actively engaged in dealing with matters pertaining to Alternate Disputes Resolution, International Law for resolution of disputes, Contract Laws, Banking Laws, Company Law, Environmental Laws, Mining Laws, Taxation Laws, Service Laws, Consumer Laws, Competition Laws and Patent Laws among

**The second vertical division is the CORPORATE DEPARTMENT which handles matters such as Company Compliance**

- i. The meetings of Board of Directors, Shareholders, Creditors etc. Filing of Annual returns with the Ministry of Corporate Affairs and related legal

documentation; Maintenance of Minutes books, Statutory registers and other support services; Compliances relating to Statutory meeting and statutory report. Changing/alteration in the name of company, the Authorised Capital and paid up capital, Issue / allotment of shares and related compliances. Transfer of Shares from and between Indians, NRIs and foreign persons. Change of registered office within the same city, from one city to another and one state to another. Alteration of main object of the company. Starting new business given in the “Other Objects”. Inclusion of new business in the memorandum of the company.

ii. Appointment & Resignation of Directors. Appointment of directors and their remuneration. Inter - corporate investments and loans. Advising on creation, satisfaction and registration of charges. Drafting of Director’s Report, Corporate Governance Report, Annual Report. Matters related to Investor Grievances. Payment of dividend and related compliances. Change of management, take-over of management and related due diligence services. Winding-up of companies / Striking off of the companies. Director Identification Number (DIN) Compliance process as per DIN Rules 2006. Secretarial Compliance Audit. Company and Secretarial law issues relating to holding of meetings, maintenance/filing of records, returns, corporate governance, ESOP, Buy. Back of securities, Take-over regulations and Insider

iii. MSME registration, day to day legal advice on business needs, ways to advance your business, benefits under new government schemes to avail, financial help, CC limit, OD limit, Bank Guarantees for tender, expansion of business through various ideas. Maintenance of legal records, conversion of private limited company to public limited, day to day legal compliance, legal audit, compliance in the issuance of Initial Public Offer(IPO). Issuance of notices for payment due inter-corporate, service insolvency and bankruptcy notices, serving various legal notices, GST registration and claim of GST rebate, filing of GSTR-3B, and various GST filings and representation in appeals, filing of Income Tax Returns, formulation of Balance sheets of company, advising in proper structuring in corporate

**Lastly, the third division is mostly related to IPR and International Division DEPARTMENT which handles**

i. We have set up new temporal unions (companies) in Colombia, Brazil, Dubai and Germany. Escrow agreements, the opening of escrow account, international banking guidelines, Arbitration dispute resolution at Geneva, London and Singapore. Opening of trust and appointment of trustees. Compliance

of GDPR and registration of trademarks, patents, copyrights and industrial designs, various courses are offered on our website and various seminars are also organised to educate the client on day to day improvements required in the company and according to the new amendments in the laws. We also have tie-ups in Brazil, Peru, Chile, England, Colombia, France, Germany, Hong Kong, China and Bangkok to serve our clients with

- ii. Drafting and vetting legal agreements for employees of your company, for technology transfer, International Channel Partner Agreements, Non-disclosure agreements to keep your business safe and secure, Distribution agreements to keep your money safe from distributors, Commission Agreements, Engagement letters, Quality Control Agreement, Buyer and Seller Agreement, Loan Agreement, MoU, Lease Deed, Rent Agreements, Joint Venture Agreements, Representative Agreement, Service Agreement, Undertaking, Exclusivity Agreement, Guarantee Letter, Certification Agreement, Consultancy Agreement, Aircraft Charter- Service Agreement, Integrity Pact for tenders, etc. as per need and demand
- iii. Litigation Support Services- Patent Validation / Invalidation Study, Claim Chart Construction, Patent Infringement and Trademark Infringement Prior Art Search Services Patentability, Freedom-to- Operate, State of Art, Knock- out Search, Structure & Sequence Search, TM. Clearance Search, Patent Drafting & Writing, Services, Office Action Response Drafting, Patent Illustrations and Patent Translations Intelligence Support Services Patent Landscape Analysis, Portfolio Analysis, Whitespace Analysis, File wrapper Analysis, and Patent & TM Watch.

During the internship the students get a chance to be a part of our 11 verticals, which are as follows:

1. **Online Content & Aid Arbitration** – The basic task of the student would be to provide legal advice/contact/portal to chat to the students /friends/dear ones in court, career options personal problems or any other problem
2. **Drafting** – Students will be given the task to draft replies, written statements, NDA etc.
3. **Learn Drafting** – Those students who want to learn drafting will be given a training
4. **Article writing** – student will be given a task to write articles on relevant topics that will help them to learn about these topics in detail.
5. **Learn Article Writing** – Those student who wish to learn article writing will be given proper training for the same

6. **Delivery** – Students will help the firm to deliver to the clients what they wish for and expect from the firm efficiently.
7. **Content Designing** – Students will be collecting news content and brief it their own words. The content would be related to Public benefits and
8. Corporate Sector.
9. **Research** – Students would be researching for our cases and articles and help us take our firm forward.
10. **Public Relations** – Students would learn the skills to market and pitch the firm. They would improve on their speaking skills as well as management
11. skills.
12. **IPR** – Students would help to work on our Intellectual Property Rights matters.
13. **Taxation** – GST – Students would work on Taxation related matters.

Please inform students to send their CVs at [fiatjustitiacareers@gmail.com](mailto:fiatjustitiacareers@gmail.com) or drop in a WhatsApp message at +91-5123553272 with their CV and their interested way to intern with us (online or physical) with the-department.