



**REQUEST FOR LEGAL ACTION PARTICIPATION OR SUPPORT**

Completed form and checklist items should be forward to:

NAIOP New Jersey Chapter  
Attn: Legal Action Committee  
317 George Street, Suite 220  
New Brunswick, New Jersey 08901

Materials may also be submitted electronically to Michael McGuinness ([mcguinness@naiopnj.org](mailto:mcguinness@naiopnj.org)) with a copy to Barbara Morford ([morford@naiopnj.org](mailto:morford@naiopnj.org)), subject line should read “Attention Legal Action Committee”. Please call 732-729-9900 to verify receipt.

**Applicant**

Name: \_\_\_\_\_

Company or Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact: \_\_\_\_\_

Email: \_\_\_\_\_

**Counsel to Applicant (if applicable)**

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Contact: \_\_\_\_\_

Email: \_\_\_\_\_

## CHECKLIST

1. Provide a summary of the facts and legal issues in the pending or potential case, or proposed regulatory action, including, as applicable, (i) a description of the relief being or to be sought in the action and (ii) a statement regarding the nature of the assistance being sought from the NAIOP New Jersey Chapter (“**Chapter**”).

2. Include a description of, or attach copies of, all information necessary to permit a thorough review and an informed recommendation by the Legal Action Committee (“**Committee**”), including, but not be limited to, the following:

(i) A copy of the ordinance, regulation, order, legislation or court decision at issue or sought to be challenged;

(ii) A history of the case, if pending, or the status of any preparation for a proposed suit;

(iii) Copies of pleadings, briefs and/or legal memoranda, if any, drafted or filed to date;

(iv) An opinion on the merits of the prospective or pending suit, proceeding or other action (preferably from an attorney);

(v) A statement regarding the probability of success (including consideration of variables impacting the likely outcome).

(vi) A list of potential other or additional parties, in addition to the Chapter;

(vii) A statement addressing the broad or statewide significance of the prospective or pending suit, proceeding or other action to the commercial real estate industry in New Jersey

(viii) A good faith estimate of anticipated costs of the prospective or pending suit, proceeding or other action, as well as detailed information regarding any amounts expended to date;

(ix) A statement regarding the financial commitment(s) (past and anticipated) of interested party(ies), including the availability of insurance proceeds or other sources of financial support; and

(x) A statement setting forth the nature of the assistance, including the amount of money or scope of financial assistance, being requested from the Chapter.

**NOTE:** Representatives of the Legal Action Committed may contact the applicant or applicant's counsel to discuss the request and may request such other information and documentation as the Committee reasonably determines is necessary or advisable to assess the request.

**The undersigned applicant acknowledges that (i) it has read and reviewed the Legal Action Guidelines ad Procedures, (ii) none of the Chapter, the Legal Action Committee or the Board have any obligation to recommend approval of the applicant's request and submission to the Board of Trustees ("Board"), and (iii) the applicant's submission, the Legal Action Committee's review proceedings and recommendations to the Board, and the Board's review proceedings and determination, are deemed privileged and confidential and may not be reviewed by the applicant or its representatives.**

**The undersigned applicant represents that this Request for Legal Action is being made by virtue of authority from the applicant's governing body or other persons duly authorized to act on behalf of applicant.**

\_\_\_\_\_  
(Print Name of Applicant)

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

Dated: \_\_\_\_\_, 20\_\_\_\_