



ONTARIO LAW CLERK SERVICES

Leveraging over 25 years of law clerking experience, OLCS's commitment is to provide professional, expert, and reliable service, so you can confidently grow your business, knowing you have a dependable, experienced team behind you.



Amanda McMullan
Founder OLCS,
Real Estate & Leasing Law Clerk



Contact OLCS for a Personalized Quote

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✉️ admin@lawclerking.ca

📍 Ontario



ABOUT OLCS

Document experts specializing in residential real estate and commercial leasing, saving our clients' time and money by outsourcing their files with our experienced and trusted team. Providing law clerk services remotely on a per-file basis since 2016.

Real Estate, Residential & Commercial

Our team of law clerks have experience in a wide variety of residential and commercial real estate, providing us with the skill-set to oversee your real estate portfolio.

Commercial Leasing

With extensive experience in the industry, let OLCS's accomplished professionals help you navigate your lease, and manage the tedious and time-consuming paperwork for you.



OLCS SERVICES

Real Estate, Residential & Commercial Ontario

- Independently handle all aspects of residential and commercial real estate transactions
 - Draft closing documents, including Teraview documents
 - Communicate with clients, lenders, solicitors
 - Reporting and post-closing matters

Commercial Leasing Canada

- Draft commercial leasing documents, including:
 - Letter of Intent
 - Offer to Lease
 - Lease
 - Lease Extension/Amendment
 - Surrender
- Lease review/abstraction
- Lease administration
- Build personalized template library

Software

- Teranet
- Unity, Lawyer Conveyance System, Lawyer Done Deal, Closer, Quintalink
- ProLease, Accruent's Lucernex, Tririga, Yardi, Big E
- Microsoft Office Suite; Adobe Pro
- Track / Compare Documents



OLCS CLIENTS

Real Estate, Residential & Commercial

- Lawyers
- Real Estate Brokers / Agents

Commercial Leasing

- Small Businesses
- Lawyers
- Real Estate Brokers / Agents
- Real Estate Developers
- Property Managers

"Amanda and her team are not only friendly and experienced, but also highly knowledgeable. OLCS's process is straightforward, user-friendly, and beneficial to my practice. I am reassured that both my real estate files and my clients are treated with care. Overall, it's an exceptional service."

Paul, Lawyer

"The lease review was thorough, clarified key terms and highlighted potential risks of my retail lease. The service was economical and far exceeded my expectations."

Julie, SBO

TERMS AND CONDITIONS

As apply whatever the purchaser's general purchasing conditions may be stipulated in the order, will only be considered as accepted once our order is considered as final only after our acknowledgement of the order.

Limit of the Offer

Our offer apply exclusively to the supply of services specified here. The purchaser in no case will be allowed to put forward any other conditions not fully accepted by our company.

WHY CHOOSE OLCS?

Trust the Experts

The OLCS team of professionals each have a minimum of 10 years related experience.

Save Time

Too busy to draft documents?
Need extra help during peak times?

Our remote team can fill in full-time, part-time or relieve your peak work loads without the need to hire more staff.

Lower Costs

Expert leasing services at a fraction of the cost of legal fees.

Easily pass OLCS fees to your clients, and reduce personnel overhead:

- office space; equipment; supplies
- payroll, benefits, pension
- sick days, vacation