



# Sandra Robbins

**Paralegal**

Calgary

[srobbins@mccarthy.ca](mailto:srobbins@mccarthy.ca)

t. +1 403-260-3612

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Sandra is a corporate paraprofessional supporting lawyers and providing assistance to clients of the firm's Business Law Services Group in Calgary.

She has extensive experience with preparing documents for incorporations, amalgamations, amendments to articles, formation and maintenance of limited partnerships, formation of venture capital corporations and formation of professional corporations. She assists with transactions and closings and performs all levels of online filings with Service Alberta and Corporations Canada.

Sandra has wide-ranging multi-jurisdictional experience, having worked in national firms in British Columbia, Manitoba and Alberta.

## **Certifications and Education**

- Herzing Institute
- Alberta Corporate Registry Cores Level I, II and III

