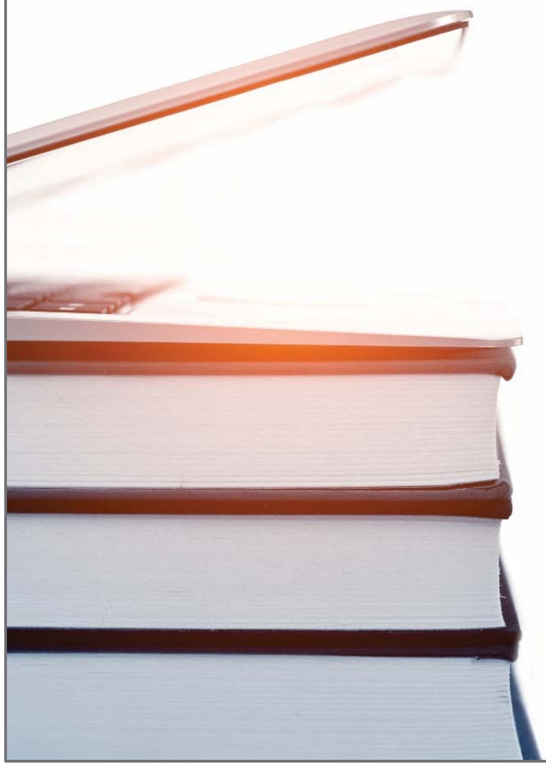

Small business bankruptcy webinar

Welcome and introductions

Disclaimer

This Webinar and the materials in this Webinar have been prepared by the City Bar Justice Center, Winston & Strawn, LLP, and Charles River Associates for informational purposes only and are not intended to be legal advice. Receipt and review of these materials does not create an attorney/client relationship.

The financial portion of this presentation is intended to provide a general overview of some of the factors you will want to consider from a financial perspective when deciding whether to file bankruptcy, and in evaluating your financial condition and future financial prospects.

This material is not intended to substitute for financial advice – certain factors may or may not be relevant to your business, and your situation may encompass factors not raised here. We strongly suggest that you seek individual financial advice from financial and/or tax professionals if your situation warrants.

Please note that legal and financial circumstances may change. The information contained in this webinar is based on the information available as of the date of the presentation.

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Weighing the options

Weighing the options

- Negotiations
  - Forbearance (amend and extend)
  - Prepackaged bankruptcy
- Out-of-court workout
- Bankruptcy

Primary focus today: Bankruptcy

General bankruptcy overview

What is bankruptcy?

- A legal process established under federal law that allows debtors to restructure and/or discharge their debt (as applicable) to obtain a financial "fresh start."
- Bankruptcy is governed by federal law, i.e., the "Bankruptcy Code."
- Certain debts may be discharged while some are repaid over time. Contracts can be rejected.
- **Goal of bankruptcy**: "It gives the honest but unfortunate debtor … a new opportunity in life and a clear field for future effort, unhampered by the pressure and discouragement of preexisting debt."

"Threat" of bankruptcy

- The very existence of bankruptcy can create "leverage" with creditors.
- Bankruptcy should often only be used as a last resort, when all negotiations with creditors have failed.
- When using the bankruptcy threat, one often has to be prepared to act quickly to file for bankruptcy to prevent seizure of assets and accounts.

Advantages of an out-of-court workout

- Fewer transaction costs
- More private
- Quicker to implement
- Less disruptive to operations

Getting the team on the same page

- Meeting with employees
- Meeting with vendors/suppliers
- Meeting with major customers
- Meeting with landlords/lessors
- Meeting with lenders/banks

The workout meeting

- Be prepared with financials
- Honesty is the best policy
- Lenders' fatigue
- Reestablishing credibility
- One-time occurrences (bad winter) vs. patterns
- Forbearance agreements
- Engage professionals to sell assets
- Engage consultants to turn around operations

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Potential bankruptcy drawbacks

- Disruptive to operations
- Long time to implement
- Expensive
- Publicity
- Loss of management control

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Goals and benefits of bankruptcy

What are the goals (and some benefits) of bankruptcy?

– Provide debtor with a "breathing spell" from creditors, called the "automatic stay."

– Protect creditors' interests (collateral)

  • Creditor visibility into debtor's assets and liabilities

– Reorganize debts to maximize value to creditors (repayment)

– Orderly liquidation

  • Asset sales (free and clear)

– Expense reduction

  • Reject unfavorable contracts

– Equality of distribution

– Obtain a "fresh start" through a discharge of debts (in certain instances)

Other potential benefits: tax considerations.

Financial considerations

Financial learning objectives

- Understand the importance of evaluating and appreciating your current financial situation
  - Review your most recent financial performance and cash position
  - Evaluate your current situation with existing creditors
  - Cash is KING
- Create a framework for evaluating possible future performance
  - Understand the drivers of your business
  - Create alternative scenarios of financial performance based on possible future outcomes
  - A business plan is ESSENTIAL
- Gain familiarity with the concept of disposable income
- Understand scrutiny placed on pre-bankruptcy transactions

What is financial distress?

- Financial distress
  - “Financial distress” is described to include “value for [the debtor’s] assets [and thus for creditors] that was threatened outside of the bankruptcy . . . , but that could be preserved or maximized . . . under chapter 11.”
  - A debtor need not be insolvent before filing for bankruptcy protection, BUT insolvency can aid to demonstrate financial distress.
  - What is insolvency?
    - Your debt outweighs your assets at a fair valuation
    - You are unable to pay your debts as they come due
    - You have insufficient capital to fund your operations

The causes of distress

- Business performance
- Operational issues (Including COVID)
- Income issues
- One time events
- Expense issues
- Regulatory issues
- Management issues
- Lender aggression/enforcement

Is a bankruptcy-based restructuring right for you?

- May be helpful if your business operations are sustainable, but you need to restructure your current debt to a more reasonable level
  - In other words, if your business will be able to generate positive operating cash flow (before considering non-trade debts), but your operating cash flow is overwhelmed by your debt or debt service requirements, restructuring under bankruptcy protection may be a good option
- May want to consider liquidation if your business is struggling even before you're at the point of needing to pay lenders or other creditors

Understanding your current financial situation

- Cash flow– the core issue
- Before considering a filing, you need to:
  - Have a good understanding of your historical financial performance
  - Consider how your business might perform in the future
- What are some things to consider?
  - Illustrative example: NYC restaurant
    - Assumes a single dining location
    - Assumes we are at the end of 2020
    - Hypothetical financial statements were constructed based on industry data regarding revenue, profitability, etc.
    - Assumes no personal guarantees
    - Assumes the restaurant space is leased and not owned.
    - Assumes financing of equipment

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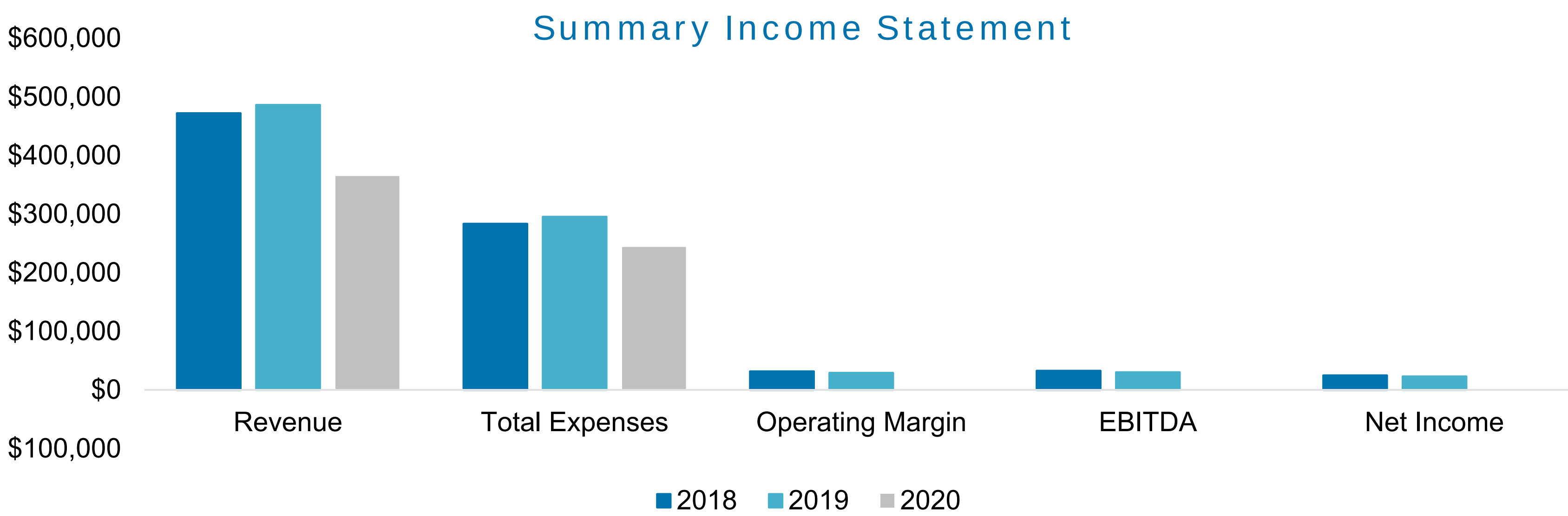
Cash is king

- We are using annual financial illustrations for presentation purposes, but cash flows are routinely evaluated on a much shorter near-term basis, particularly during bankruptcy.
  - The standard is a rolling 13-week cash flow forecast
  - If you have been negotiating with lenders, this is likely consistent with what they have required

Understanding your current financial situation

- Summary of the restaurant's most recent financial performance



	2018	2019	2020
Revenue Growth from PY		3%	-25%
Expenses, % of Revenue	60%	61%	67%
Operating Margin, % of Revenue	6.8%	6.1%	-0.1%
EBITDA, % of Revenue	7.0%	6.3%	0.2%
Expenses, % of Revenue	5.4%	4.8%	-0.2%

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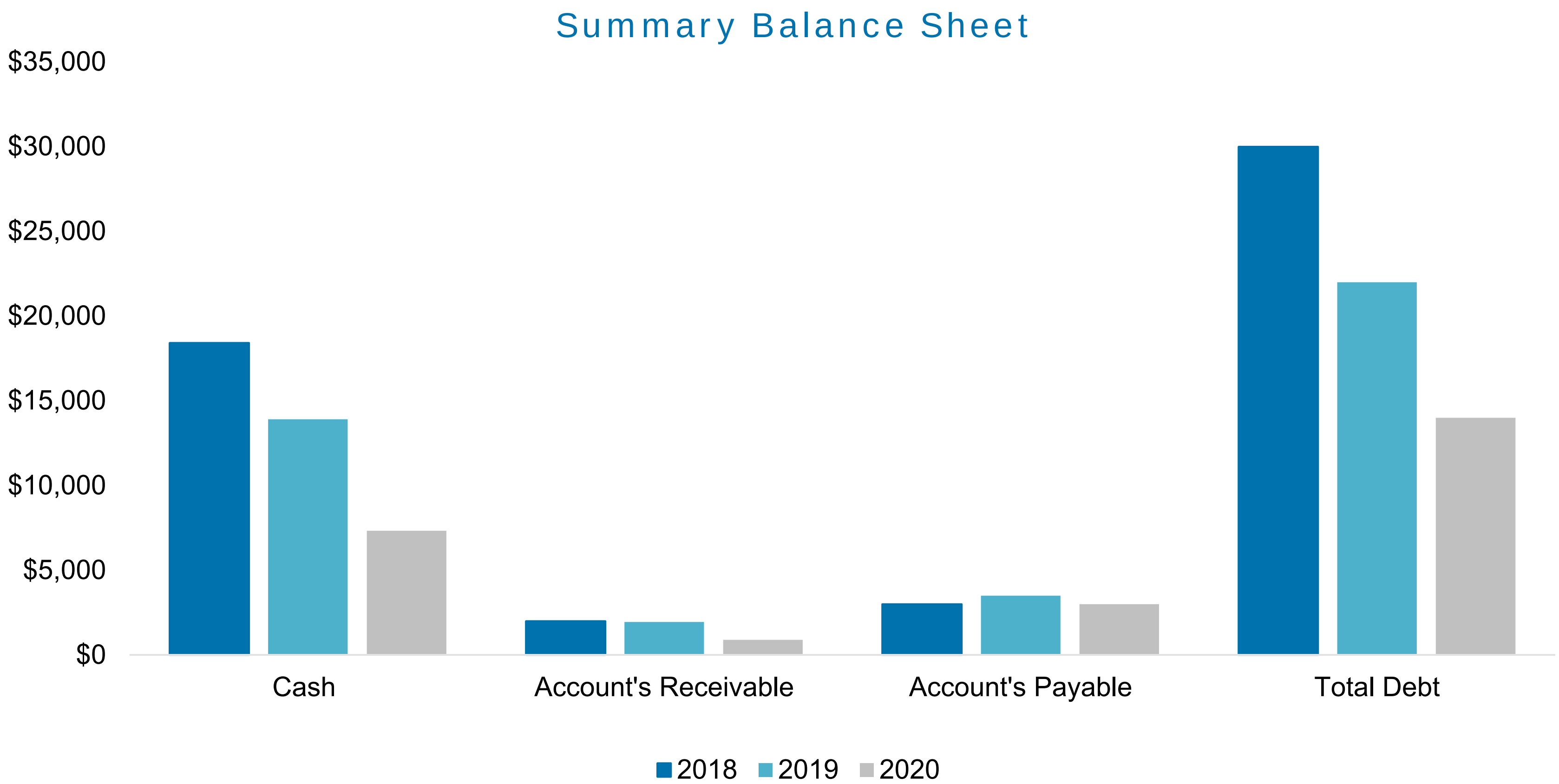
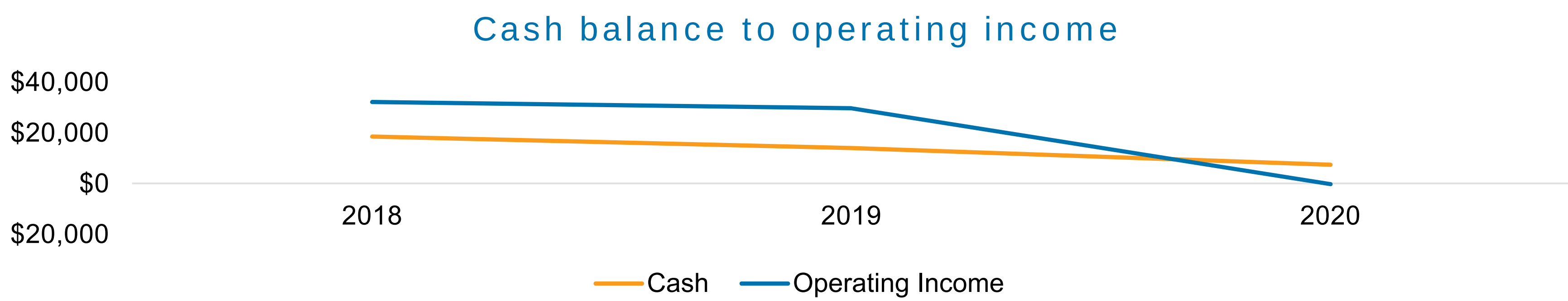
Understanding your current financial situation



Understanding your current financial situation

Key observations

- Positive operating margins and cash flow in 2018 and 2019
- Financial performance deteriorated in 2020, largely due to the effects of the COVID-19 pandemic:
  - Revenues declined
  - Expenses as a % of revenue increased (e.g., fewer revenues to cover fixed costs, lower flow-through)
  - Profits declined
  - Cash balances are at dangerously low levels



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How is your current relationship with creditors?

- Secured creditors:
  1. Who are they?
  2. What collateral do they hold?
  3. Are you currently behind on payments? Do you anticipate missing payments?
  4. Have you already attempted to negotiate with your lenders? Is there a forbearance agreement in place?
- Unsecured creditors:
  1. How many do you have?
  2. Have you already been stretching your suppliers?
  3. Are your trade creditors continuing to supply as necessary?
  4. Have you been in discussions with your unsecured creditors – including your leaseholder – regarding your financial conditions?
- What negotiations have taken place?
  – You may be able to negotiate for better terms before filing
  – Have you been paying certain creditors in full and not others?

What is the outlook for your business?

- As will be discussed later, a Subchapter V bankruptcy reorganization plan will extend the business's time to pay creditors by **3-5 years**. Can be shorter or longer for a general chapter 11 bankruptcy plan.
- The COVID pandemic has heightened levels of uncertainty for many businesses
- It is important to consider various alternative financial scenarios when planning for the future:
  - A **best-case scenario** – optimistic but still realistic
  - A **worst-case scenario** – pessimistic but still possible
  - A **base-case scenario** – your best estimate of performance
- Mapping out various scenarios will help understand important inflection points (e.g., what is your breakeven revenue?)

What is the outlook for your business?

- Consider all possible sources and uses of cash by category:
  1. Operating cash flows – cash flows related to operating your business
     - Revenues from food sales
     - Expenses for labor, ingredients, and other supplies necessary to operate – also likely includes lease costs
  2. Financing cash flows – how you finance your operations
     - Interest and principal payments to lenders
  3. Other cash flows
     - Do you expect to recover any pandemic-related (or other) insurance proceeds?
     - Any other one-time cash inflows/outflows expected?

Operating cash flows considerations

1. What is your current cash position?

2. How do you expect your revenues to change in the near-term? Medium-term? What factors do you expect to influence revenue?
   - Are you, for example, the only restaurant in your neighborhood that started carryout during the shutdown? Or were you completely shut down?
   - You will need to factor in estimates for all possible revenue streams.

3. Have you modified your strategy or business plan?
   - Did you start offering carry-out or delivery? Be sure to factor such changes into your projections

4. What are your direct or more variable costs?
   - Direct materials, hourly workers, suppliers/trade creditors, etc.

Operating cash flows considerations

5. What are your fixed (or only partially variable) costs?
   - For example, lease / real estate costs, related utilities, salaried employees, etc.
6. Do you have equipment that needs to be replaced?
   - When does it need to be replaced?
   - What is the expected cost of replacement?
7. Do you have any excess equipment that can serve as a potential source of cash through sale?
8. Do you need to make investments to replenish your working capital?

* These are generally the inputs to what Subchapter V calls “disposable income.”

Disposable income

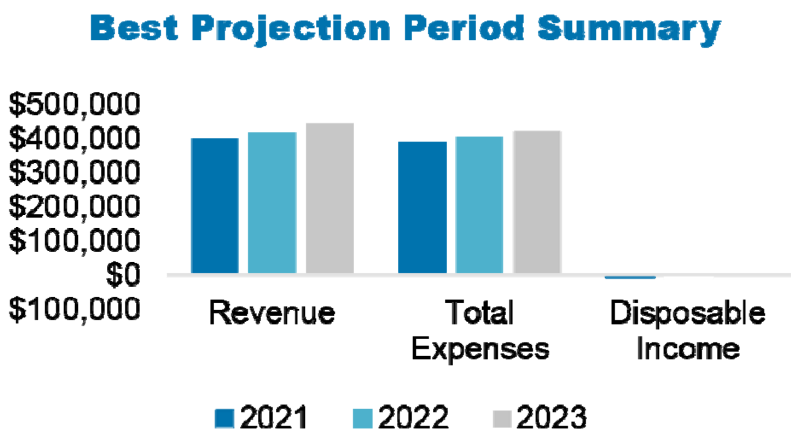
Disposable income

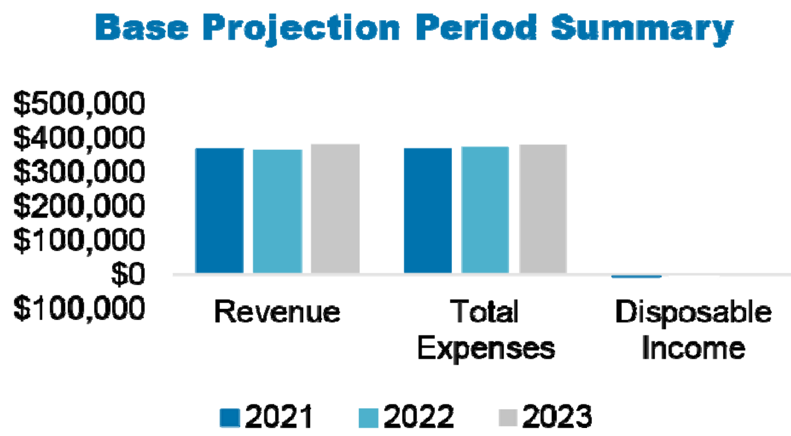
- What your business has left after paying your normal course operating expenses.
- As will be discussed in connection with subchapter V, disposable income is used by the debtor to pay pre-bankruptcy creditors per the business's plan of reorganization

Additional financial considerations

- **Other cash flows**
  - Do you have any outstanding insurance claims?
  - Additional sources of cash?
  - Any other obligations?
- **If you are still deciding whether or not to file, you may also want to add your current debt arrangements to your cash flow forecasts**
  - Current interest and principal repayment requirements
  - Consider any borrowing capacity under existing lines of credit
  - Other factors?

Best, base and worst-case 3-year projections

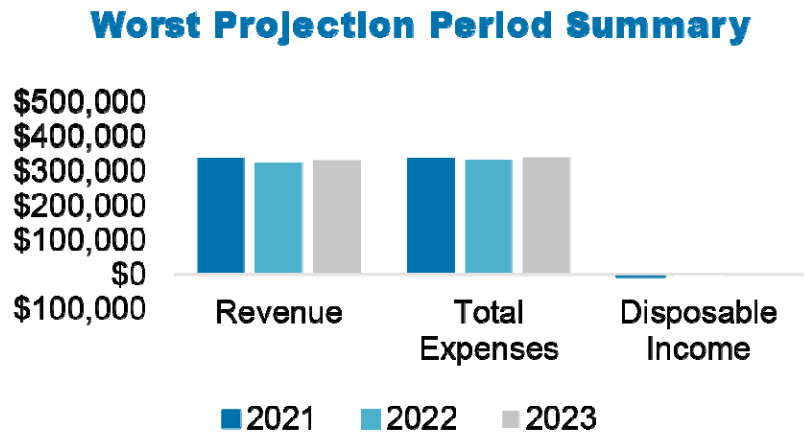




	2021	2022	2023
Revenue Growth, from PY	14%	4%	3.0%
Expenses, % of Revenue	98%	97%	97%
Disposable Income, % of Revenue	2.4%	2.3%	2.6%

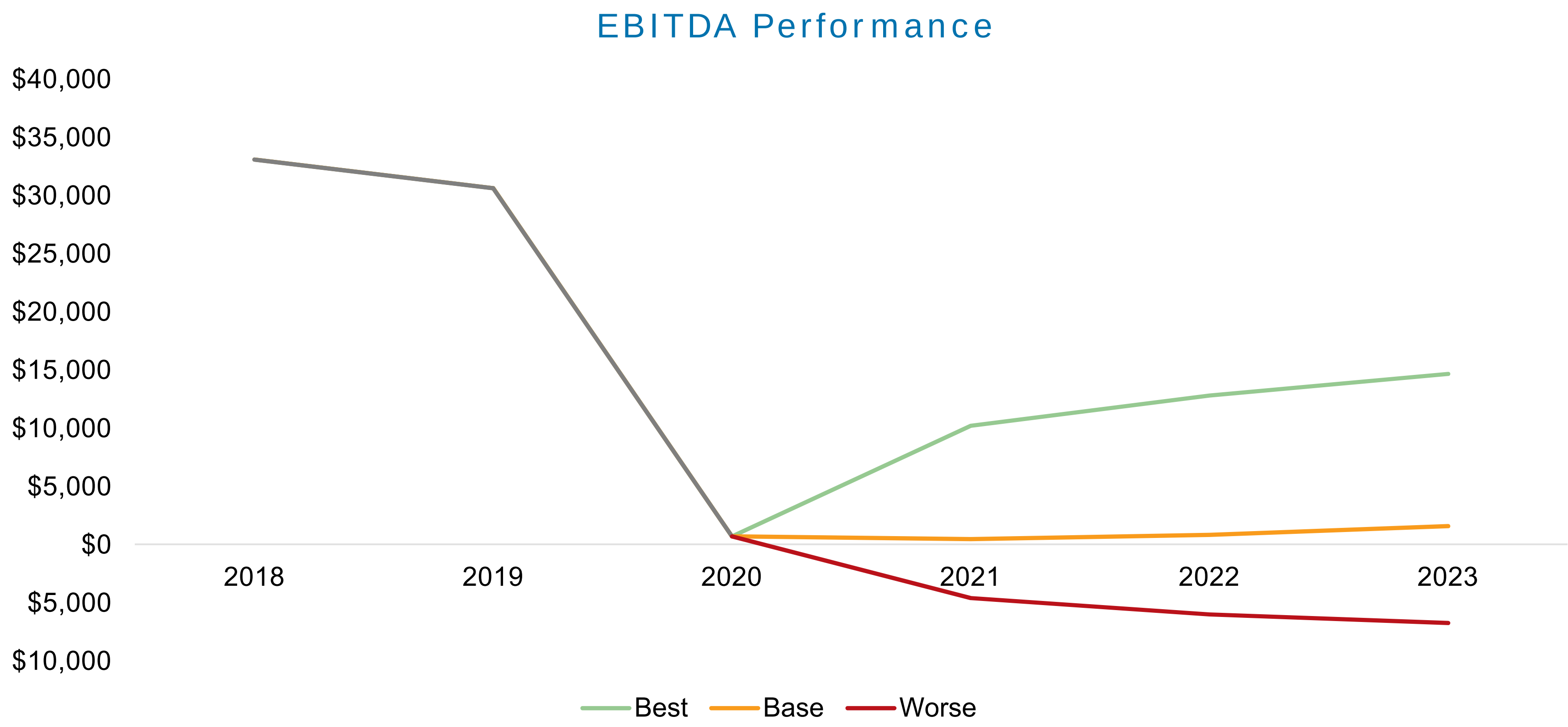
	2021	2022	2023
Revenue Growth, from PY	1%	1%	2.0%
Expenses, % of Revenue	100%	100%	100%
Disposable Income, % of Revenue	0.1%	0.1%	0.3%

Best, base and worst-case 3-year projections

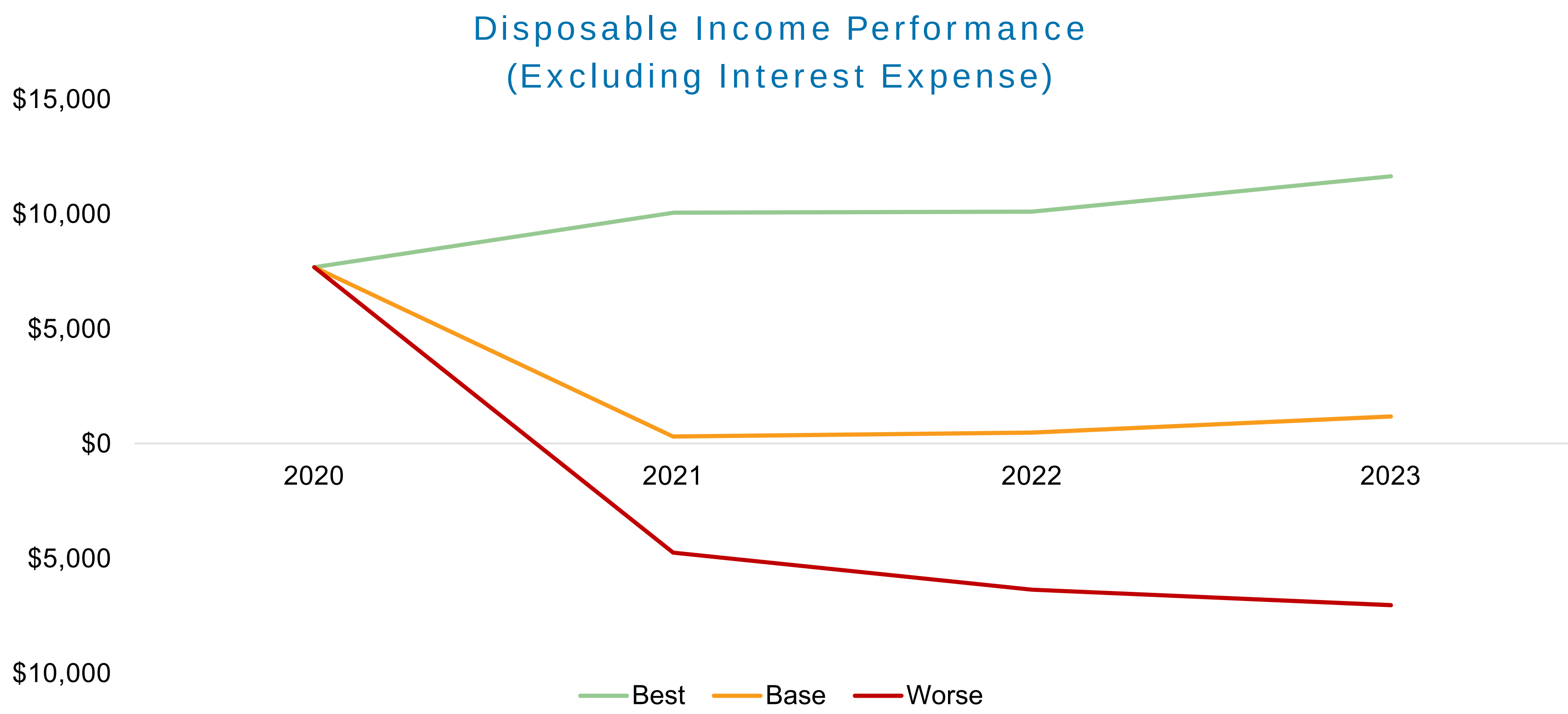


	2021	2022	2023
Revenue Growth, from PY	-6%	-1%	0.0%
Expenses, % of Revenue	102%	102%	102%
Disposable Income, % of Revenue	-1.4%	-1.9%	-2.1%

Past and projected EBITDA performance



Disposable income projections



Note: This is a projection of disposable income excluding interest expense. Instead, they will be making all-inclusive payments to bankruptcy creditors out of disposable income).

Key financial takeaways

- Recognize the value of understanding your current financial situation
- Develop a framework for evaluating possible future performance
- Become familiar with the concept of disposable income

Bankruptcy 101

General bankruptcy overview

- What does filing for bankruptcy mean for you and your business:
  - A bankruptcy “estate” is created. Business becomes a “debtor.”
  - Books and records opened up for court scrutiny
  - The partnership, corporation or LLC files in the company’s name and must be represented by counsel.
    - Sole proprietors often file in the individual’s name but this should generally be avoided. This truly is a last resort.
  - Role of counsel:
    - The information contained in this Webinar is not complete and debtors may need to seek further legal advice.
    - Filing for bankruptcy is a complex process and is best done if a debtor speaks with and retains an attorney familiar with bankruptcy law who will be able to provide guidance through the process. There are a number of requirements that must be met in order to file a successful bankruptcy and to obtain a discharge of debts.

Two ways to seek bankruptcy relief

- **Voluntary:** by filing a petition for bankruptcy relief with the bankruptcy court.
- **Involuntary:** If you are unable to pay your creditors, they may be able to force you into bankruptcy. Called an "involuntary bankruptcy." Can be commenced by either:
  - If 12 or more creditors, 3 creditors with non-contingent, liquidated and undisputed unsecured claims (non-insider, non-employees) totaling $16,750 or more.
  - If less than 12 creditors, 1 or more creditors meeting above criteria.

Bankruptcy basics

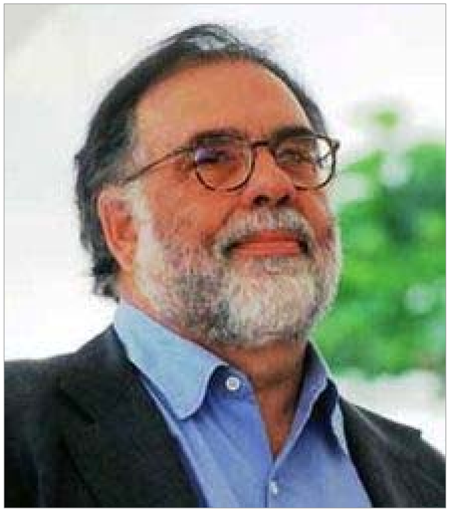
- **Key terms:**
  - **Prepetition**: duration prior to filing petition for bankruptcy relief
  - **Post-petition**: any time after the petition is filed with the bankruptcy court
  - Must have authority to file for bankruptcy (for example, a board resolution) and file in good faith.
- **People:**
  - Debtor
  - United States trustee
  - Trustee
    - Chapter 11 trustee – only upon showing of fraud and/or mismanagement by current management
    - Subchapter V trustee (automatic in small business cases)
    - Chapter 7 trustee – (automatic) in liquidation, debtor cedes control of the process
  - Creditors committee – appointed by the US Trustee in a chapter 11 case to represent the interests of unsecured creditors

Bankruptcy basics

- Special provisions:
  - The Automatic Stay
  - Executory contracts and unexpired leases
    - Examples of executory contracts and unexpired leases:
      - Real estate leases: treatment of rent in business bankruptcy
      - Equipment or vehicle leases
      - Licenses to intellectual property
      - Leases or contracts for the sale of goods where the goods have not been delivered by the seller
      - Cable/internet/cell phone contracts
  - Avoidable transfers
- Filing fees:
  - The cost of filing a chapter 7 bankruptcy is **$338**.
  - The cost of filing a chapter 11 (including subchapter V) bankruptcy is **$1,738.00**

Types of bankruptcy

- **Chapter 7 (Liquidation):** For individuals and companies
- **Chapter 11 (Reorganization):**
  - For companies and some individuals
  - Includes small business reorganizations



Overview of chapter 7

- What is chapter 7?
  - In a chapter 7 bankruptcy, all of the debtor's non-exempt assets are liquidated and the proceeds are distributed to creditors.
  - The debtor's business does not continue to operate.
  - A trustee is appointed to oversee the case and controls the company and its assets:
    - The trustee will locate, collect and sell non-exempt property of the estate and distribute the proceeds to creditors.
    - The trustee will investigate the company, interview management.
  - Discharge
    - Individual chapter 7 debtors receive a discharge of most of their debts.
    - No discharge for business debtor, but the business is dissolved at the end of the case and creditors may not take any further action against the business.

Overview of chapter 7

- **Issues to consider for businesses in chapter 7:**
  - Partnerships (for businesses not incorporated): if the liquidation of the business' assets does not fully pay all the debts of the partnership, the general partners can be sued and their personal assets and properties may be used to pay creditors. Limited partners may also be subject to avoidable transfer actions.
  - Corporations & LLCs:
    - Compliance with corporate formalities is important here.
    - If business finances are misused, or the company is simply an "alter ego" for the individual business owners, creditors could sue to make the individual owners personally liable for the debt.
  - Chapter 7 is ideal for struggling businesses that are looking for simple way to close down their business.
    - Individuals may need to consider personal bankruptcy if they have co-signed loans, co-signed commercial leases, are sole proprietors or are otherwise personally responsible for some the business debts of the company.
    - For individuals, there are additional eligibility requirements.

Overview of chapter 11

- **What is chapter 11?**
  - Company reorganizes its debts pursuant to a plan of reorganization, enabling the rehabilitated company to re-emerge from bankruptcy as a financially viable operation.
    - The existing management continues to operate the business as a "debtor in possession"
    - Management (with counsel) proposes a plan of reorganization to reduce their debts or repay creditors over time.
    - Once a chapter 11 debtor confirms a plan of reorganization, most the business debtors' debts are discharged.
- **Considerations:**
  - Since a debtor in possession remains in control of the debtor's assets, bankruptcy law places a fiduciary duty upon the debtor in possession. This fiduciary duty requires the debtor in possession to account for property, examine and object to claims, and file informational reports as required, among other things.

Overview of chapter 11

Restructuring options:

A business debtor has the option to designate itself as one of the following:

- A traditional chapter 11 debtor
- A new subchapter V of chapter 11 debtor
- A non-subchapter V small business debtor under existing small business provisions in chapter 11

Subchapter V small business bankruptcy

- **Overview**
  - Small Business Reorganization Act of 2019 (“SBRA”) went into effect on Feb. 19, 2020. It added a new subchapter V to chapter 11 designed to make bankruptcy easier for small businesses, which are “defined as entities with less than about $2.7 million in debts that also meet other criteria.”
  - The act “imposes shorter deadlines for completing the bankruptcy process, allows for greater flexibility in negotiating restructuring plans with creditors, and provides for a private trustee who will work with the small business debtor and its creditors to facilitate the development of a consensual plan of reorganization.” (U.S. Department of Justice. “U.S. Trustee Program Ready to Implement the Small Business Reorganization Act of 2019.”).
  - Much of the filing requirements under chapter 11 remain the same here.

Subchapter V small business bankruptcy

- Eligibility:
  - Aggregate non-contingent liquidated debts of up to $2,725,625 (raised to $7.5 million until March 2021 pursuant to the CARES Act)
    - What is non-contingent?
      - A contingent debt "is one which the debtor will be called upon to pay only upon the occurrence or happening of an extrinsic event which will trigger the liability of the debtor to the alleged creditor and if such triggering event or occurrence was one reasonably contemplated by the debtor and creditor at the time the event giving rise to the claim occurred."
    - What is liquidated?
      - Liquidated means that the amount of debt is known or is easily calculated and the dollar amount is:
        1. is determined, fixed, settled, adjusted and made certain mathematically and with precision,
        2. is agreed upon, or
        3. is fixed by operation of law

Subchapter V small business bankruptcy

- Eligibility:
  - Aggregate non-contingent liquidated debts of up to $2,725,625 (raised to $7.5 million until March 2021 pursuant to the CARES Act)
    - 50% of this debt must be from business activities
      - This is an important note since individuals can file under SBRA as sole proprietorship.
      - An individual with $100k in business-related debt & $90k in consumer debt is eligible under SBRA
  - Any debtor whose primary activity was the business of owning or operating real property or related activities may qualify as a small business debtor
    - Cannot be a single-asset real estate entity
    - Examples of recent filings:
      - Vet clinic
      - Trucking company
      - Fitness centers

Subchapter V small business bankruptcy

- **Process**
  - The subchapter V trustee:
    - Appointed by the UST from a pool of pre-approved subchapter V trustees
    - Their role is to supervise and monitor the case and participate in the development and confirmation of the plan.
    - Unlike all other trustees, a subchapter V trustee has the duty to “facilitate the development of a consensual plan of reorganization.” Section 1183(b)(7).
    - The subchapter V trustee must appear and be heard at the 60-day status conference, as well as certain other hearings.

Subchapter V small business bankruptcy

- **Process**
  - Case requirements:
    - In addition to the petition and other required documents, a small business debtor must provide the following:
      - Most recently prepared balance sheet;
      - Latest statement of operations;
      - Most recent cash flow statement; and
      - Most recently filed tax return.
    - **Subchapter V status conference**:
      - An initial status conference will be set by the court to occur within 60 days of filing
      - A subchapter V debtor must file a status report not later than 14 days before the status conference and serve it on the trustee and all parties in interest.
      - The report should describe all efforts undertaken to reorganize and will undertake to reorganize.
      - During this time, the debtor is to work with the subchapter V trustee to negotiation with creditors on the plan of reorganization.

Subchapter V small business bankruptcy

- **Process**
  - Case requirements:
    - Debtor obligations:
      - Timely file schedules and statement of affairs
      - File all post petition financial reports / monthly operating reports
      - Maintain insurance as customary;
      - Timely file tax returns and pay taxes; and
      - Allow the trustee to inspect the debtor's business premises and books and records on reasonable notice.
    - Court hearings and meeting attendance:
      - A member of the debtor's senior management and its counsel must attend all meetings in the case including:
        - The initial debtor interview;
        - Bankruptcy court scheduling conferences; and
        - A section 341 meetings.

Subchapter V small business bankruptcy

- **Process**:
  - Plan contents:
    - Creditors are "classified" into various groups, such as secured and unsecured
    - Creditors' claims are then "treated," *e.g.*, provided with new rights under the plan in lieu of existing rights
    - Classification is like milk
    - What's in must be the same
    - But must all the skim milk be in **one** bottle?
    - Must file monthly operating reports and standard "first day" motions.
      - The plan must account for between 3-5 years of payment of all disposable income to satisfy creditors' claims
      - The plan may be approved if it is feasible, does not unfairly discriminate, and is fair and equitable as to non-consenting, impaired classes of creditors.
    - Timeline:
      - A Plan of reorganization must be filed within 90 days of filing bankruptcy
      - There is no time period for confirmation of a plan.

Subchapter V small business bankruptcy

- **Additional notes:**
  – The plan may modify claims of mortgagees holding a security interest in the debtor's principal residence if:
    - The loan was not primarily used to acquire the debtor's residence; and
    - The new value received was primarily used for the small business.

  – The SBRA permits equity to retain business, without providing new value (buying back the business):
    - The SBRA debtor may retain ownership of the business even if unsecured creditors are not paid in full, so long as the plan provides for the payment of all the business's projected "disposable income" over a three-year period or "such longer period not to exceed five years as the court may fix…."

  – An unpaid balance of legal fees does not disqualify debtors' counsel. Under the SBRA's employment exception for unpaid legal fees, unpaid pre-petition fees of up to $10,000 permitted.

Subchapter V small business bankruptcy

- **Comparison of traditional chapter 11 to subchapter V**
  - A traditional chapter 11 case is expensive and more complicated than a subchapter V case
    - Attorneys' fees paid upfront versus over the life of the plan
    - Quarterly fees due to the UST versus no quarterly fees in a subchapter V case
  - A traditional chapter 11 case has many filing and documentation requirements including a host of motions and pleadings at the outset of the case, plan and a lengthy disclosure statement, and monthly operating reports.
    - Subchapter V streamlines much of this process and eliminates the requirement to file a disclosure statement

Summary of considerations; Key takeaways

Considerations

- **Examples of reasons to file:**
  - The small business operations can be maintained but need to restructure current debt
  - Debtor can propose a feasible plan
  - Debtor has executory contracts and unexpired leases that are not advantageous or have above market pricing terms
  - Creditors, like taxing authorities, are threatening to seize assets.

Considerations

- **Pros and cons of filing bankruptcy**
  - **Pros**
    - Automatic Stay
    - Discharge of debts
    - Breathing room to negotiate with creditors and facilitate either
      - An orderly liquidation of the business, or
      - A reorganization of the business with less debt.
  - **Cons**
    - Loss of control (chapter 7 trustee), court-governed process
    - Open up books and records of the business to the scrutiny of the court.
      - This could be problematic if books and records are not maintained, employees routinely paid off the books.
    - Lower credit rating
    - May be difficult to access another small business loan.
    - No absolute right to withdraw the small business election

Considerations

Other issues to consider:

a. Whether you want to close the business or keep it operating

b. Have you provided any personal guarantees on business debt?

- Personal guarantees made to a (non-DBA) business will likely still be enforced by creditors unless you file personally as well
- Is the legal structure of the business set up so you may be liable for obligations of the business?

c. What is the condition of your company's business records?

- Business records will be evaluated by the trustee (and creditors)
- Most small businesses are not audited – but internal financial information will be reviewed and evaluated
- Particular emphasis on financial information that has been provided for other third-party purposes (banks, etc.), and/or the government (tax returns and other tax documents)

Considerations

Other issues to consider:

d. Financials and prior transactions will be subject to scrutiny as part of the filing process.

- For example, trustees have a right to pursue transactions for which the debtor gave up more than it received at a time when the debtor was insolvent
- If this occurred, the trustee has the ability to recover from the other party to the transaction – these are called **avoidable (fraudulent) transfers**
  1. This could apply to bonus payments or other distributions made to equity holders or transferred to related parties.
  2. Fraudulent intent is not required for certain transactions to be pursued.

Considerations

Other issues to consider:

e. **Secured and unsecured debt issues**

- Who is owed money?
  - Secured lenders – what is their collateral?
  - Unsecured creditors – who, how much, how long?
  - Landlords

f. **PPP and EIDL loans**

- PPP loans that are not yet subject to forgiveness and EIDL loans under $25,000 can be subject to discharge.
- EIDL loans over $25,000 require collateral and, thus, may be treated as secured debt.

g. **Availability of disposable income (for subchapter V)**

Q&A

Additional resources

Small business bankruptcy publications

Bankruptcy: Options for Small Businesses in Distress. Download

- Publication providing general information on the types of bankruptcy available to entrepreneurs and small businesses.

Personal Bankruptcy: Is It Right For You? Download

- This publication provides general information for individuals considering personal bankruptcy, describes the advantages and disadvantages of filing for bankruptcy relief, outlines the difference between Chapter 7 and Chapter 13, and sets out the requirements for filing for these types of bankruptcy.

Small Business Chapter 11 Bankruptcy. Download

- A factsheet on the Chapter 11 process, requirements and considerations small business should be aware of.

Small Business Bankruptcy Legal Help

NYC Bar Association Legal Referral Service

- The Legal Referral Service has trained attorney counselors who take calls and review online requests for referrals to private attorneys on a variety of legal questions.
- Call 212-626-7373 or complete the LRS online referral request form

COVID-19 small business resources

CV-19 Remote Small Business Legal Clinic **Click for more info**

- The CV-19 Clinic is an opportunity for New York City's entrepreneurs and small businesses who have suffered adversely from the impact of the COVID-19 crisis to receive free, limited-scope legal advice. Topics covered include: loans & grants, contracts & force majeure clauses, employment law matters, insurance matters and real estate & commercial leasing issues.

COVID-19 Small Business Resources **Download**

- Neighborhood Entrepreneur Law Project's resource webpage on small business issues arising as result of COVID-19. Examples of resources: a webinar on PPP loan forgiveness, factsheet on contract issues arising out of CV-19, and a financial guide with tips and resources for dealing with the financial impact of the pandemic.