



Legal Services Plan Document

Introduction and Plan Overview

- The purpose of the Educators Legal Services Plan (the "Plan") is to provide a legal resource to schools, child care organizations, Montessori centers, and other education institutions on issues pertaining to those industry groups in Michigan. Membership is available to both profit and not-for-profit organizations.

When a member encounters a legal problem, the Plan is designed to assist through three types of services:

1. Phone or Limited In-Person Consultation with Michigan Licensed Attorney. This includes unlimited phone consultation with a licensed attorney by the member on legal issues pertaining to their business organization. It is designed to address issues facing Michigan businesses. The Plan will also make available to members in person meetings at the offices of the Plan concerning matters covered by the Plan.
2. Document Review. Also included is the review of contracts, leases, deeds and mortgage documents as well as employee or client handbooks.
3. Discounted Non-Plan Services. Attorneys are available to handle legal services on a *discounted* basis for matters not covered by the Plan including criminal representation, divorces, bankruptcy filings or consultation, real estate closing, attendance at licensing or other hearings, tax counsel, and litigation. For a list of

rates and Cooperating Attorneys, please contact the Administrator of the Plan.

Legal Services Provider

Legal services provided through the law firm of Michael S. Hale & Associates, PLC, 39804 Rockcrest Circle, Northville, MI 48168, 248-321-8941.

Administrator

The Chief Operating Officer of the Plan is Melissa Hirn, J.D., Esq., She can be reached at 269-420-6652.

Rates

Services are pre-paid annually and are nonrefundable if membership is terminated for any reason by the Plan or by the member. Rates are determined by the size of the organization participating in the Plan. A separate rate brochure and other information are available by writing to the plan at:

*Educators Legal Services Plan
Care of: Michael S. Hale, Esq.
39804 Rockcrest Circle
Northville, MI 48168*

Membership Eligibility

Members in the Plan is available by providing the name, address, phone number, e-mail address, and number of students in the member's organization as well as through paying the annual membership dues.

Services Not Included

Matters *excluded* from the plan but matters that can be referred to attorneys on a reduced rate basis are:

- Issues outside of the state of Michigan
- Tax consultation or advice or return preparation / filing



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- Real estate closings
- Bankruptcy matters
- Anti-trust matters
- Litigation, lawsuits or court appearances
- Appearance at licensing hearings or meetings
- Termination or suspension of social security benefits
- Probate proceedings
- Guardianships
- Estate planning services
- Adoption services (phone advice is included)
- Name changes (phone advice and sample documents are included)
- Consumer complaint litigation
- Defending a garnishment (phone advice and document review are provided)
- IRS audits
- Lawsuits against insurers on insurance claims (phone advice and document review are provided)
- Medicare or Medicaid claims (phone advice and document review are provided)
- Appeals of legal or administrative matters (phone advice and document review is provided)
- Workers' Compensation or Unemployment Claim filing or hearings (phone consultation and document review is provided).
- Any dispute against the Plan or its attorneys
- Matters involving election laws
- Union proceedings or hearings
- Matters involving international law

unreasonable, excessive or requested with improper motive.

Accessing the Plan

The Plan can be accessed by calling 248-321-8941 between the hours of 7.30 a.m. and 5:00 p.m. Eastern Standard Time.

When Plan Coverage Ends

Plan coverage ends 12 months after the effective date for the applicable year, unless terminated earlier by either the Plan or the Member.

In the event of termination, the fees are deemed to be nonrefundable.

Prohibition against Assignment

The Plan may not be assigned or pledged to any other person or organization without the written approval of the Plan.

Complaints Involving the Plan

If you are dissatisfied with services provided for you or your business under the Plan, you may provide a written complaint to the Plan Administrator referred to in this document. The Administrator will respond to you in writing within ten (10) business days. You also may have other legal rights and remedies available to you.

The Plan also reserves the right to refuse requested legal services which are deemed