

## Our Peace of Mind Process

At Woods & Bates, we follow a clear and structured process designed to make legal matters straightforward and manageable. We call it Our Peace of Mind Process which consists of four practical steps:

### STEP 1 Open File

We gather your initial information and formally open your file so your matter is organized and tracked from the beginning.

### STEP 2 Schedule Strategy Meeting

We schedule a dedicated time to meet and discuss your situation in detail.

### STEP 3 Strategy Meeting

We sit down with you to understand your goals, identify concerns, and determine the best path forward.

### STEP 4 We Do the Work

Our team prepares the necessary documents, filings, or legal structures to carry out the plan properly and efficiently.