# The Legal English Manual

Handbook of Legal Terms and Practical Scenarios for Written and Spoken Legal Language

### Alison Wiebalck

Dr. iur., Lawyer-Linguist BA LL.B (Macquarie University, Sydney)

**Richard Norman** Solicitor of the Supreme Court (England & Wales), LL.M. (London)

#### **Clemens von Zedtwitz**

Dr. iur., LL.M. (University of California, Los Angeles), Rechtsanwalt in Zurich

#### Kathrin Weston Walsh

J.D. (Duke University School of Law) Attorney (admitted to practice in the District of Columbia and Colorado)







## Content

<b>Preface</b>		
Acknowledgements7		
How to use this book		
I. Legal Terminology Manuals for Practice Areas15		
	1.	Contract Law
	2.	Tort Law
	3.	Company/Corporate Law
	4.	Employment Law
	5.	Family Law
	6.	Inheritance Law
	7.	Insurance Law
	8.	Intellectual Property Law
	9.	Competition Law
	10.	Civil Procedure
	11.	Arbitration
	12.	Bankruptcy
	13.	Tax Law
	. 14.	Criminal Law
II. Legal Practice Manuals for Legal Writing		
	1.	Formal v Informal Correspondence
	2.	Research Memorandum Template
	3.	Substantive Correspondence to Opposing Counsel
	4.	Substantive Correspondence to a Client
	5.	Response to a Request for Documents or Information
III. Legal Practice Manuals for Oral Communication 143		
	1.	Oral Advocacy Phrases and Expressions
	2.	Oral Negotiation Phrases and Expressions
	3.	Client Interview Phrases and Expressions
	4.	Client Interview Checklist
	5.	Job Interview Phrases and Expressions
IV. The Language of the Law		
Authors' Profiles		

,