|  |
| --- |
| **A drawing of a face  Description automatically generated**  **SUBMISSION FORM – IN-HOUSE CATEGORIES**  **Read the Research Methodology Summary before filling out the submission form.**  **Deadline for submissions** – **30 March 2020 (Monday)**  *Submit the completed forms to* [harmony.tam@thomsonreuters.com](mailto:harmony.tam@thomsonreuters.com)  **This form is for one category only. To submit another category, please complete a new form.**  *Save this form using the format: Category\_Organisation.* |
|  |
| CHOOSE A CATEGORY HERE |

|  |  |
| --- | --- |
| **Company** (represented by the IH team) |  |
| **A. BASIC INFORMATION** | |
| **Industry** |  |
| **Residence** (to confirm that the nominee is based in Japan) |  |
| **Team Size** (Please specify the number of lawyers and non-lawyers based in Japan) |  |
| **Team Composition** (Please specify if legal and compliance teams are independent of each other) |  |
| **Head of Legal Team** |  |
| **Contact Information**  (Please include Name, Email and Phone number) |  |
| **B. KEY WORK HIGHLIGHTS** | |
| **KEY WORK NO. 1: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)    **KEY WORK NO. 2: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words)  **KEY WORK NO. 3: (Indicate heading here)**  **Completion date:**  **Description** (max. of 500 words) | |
| **C. OTHER ACHIEVEMENTS** (max. of 300 words) | |
|  | |

|  |
| --- |
| **THIRD-PARTY NOMINATION (optional)** |
| *Any lawyer/law firm/in-house team you’d like to nominate?*  **Individual/firm/in-house category:**  **Name/law firm/company:**  **Contact person:**  **Position:**  **Email & tel. no.:**  **Reason for nomination:** |