

STACIE M. SIMON

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LEGAL EXPERIENCE:

The Elder & Disability Law Center, Washington, D.C.

Attorney, March 2013 – Present

- ◆ Prepare Petitions for Appointment of Guardians and Conservators for minors and disabled adults in DC, MD and VA, Prepare Inventories and Accountings
- ◆ Estate and probate administration in D.C., MD and VA; Prepare all probate filings
- ◆ Prepare wills, deeds, trusts, financial and health care powers of attorney, and advanced medical directives.

Law Office of Diana Gary, CPA, Esq., Rockville, MD

Associate Attorney, April 2012 – February 2013

- ◆ Drafted simple and tax planning wills, deeds, trusts including credit shelter, marital, special needs trusts, and qualified domestic trusts; financial and health care powers of attorney, living wills.
- ◆ Drafted guardianship petitions for minors and disabled persons with Alzheimer's disease and severe traumatic brain injuries.
- ◆ Opened estates for probate administration, draft and file inventory, information reports, accounts, fee petitions, exceptions petitions and petitions for injunctive relief.
- ◆ Corresponded with clients, assist in client meetings regarding estate planning, probate, trust and guardianship administration.
- ◆ Prepared federal and state estate tax returns.

Law Office of Anne DeNovo, Rockville, MD

Law Clerk, June – December 2011

- ◆ Drafted and filed wills, deeds, trusts, Medicaid applications, powers of attorney, and medical directives.
- ◆ Corresponded with clients regarding estate planning, probate, trust and guardianship administration.

Haskell & Zimmerman, Upper Marlboro, MD

Associate Attorney/Law Clerk, February – March 2011

- ◆ Handled traffic accident case in Charles County District Court.
- ◆ Drafted and filed wills, deeds and related documents. Conducted legal research, draft pleadings, motions, complaints, yearly accountings and other documents relating to probate, trust and guardianship administration. Corresponded with clients regarding estate planning, probate, trust and guardianship administration. Assisted with client meetings and case strategy. Conducted legal research for criminal cases.

Law Office of Rand L. Gelber, Rockville, MD

Law Clerk, December – February 2011

- ◆ Researched and drafted memoranda for civil and family case matters. Assisted with trial preparation. Researched and drafted discovery and dispositive motions. Participated in mediations.

Zwerling, Leibig and Moseley, P.C., Alexandria, VA

Law Clerk, May 2009 – January 2010

- ◆ Conducted legal research for criminal cases. Researched, drafted and edited motions, briefs and memoranda. Assisted in developing strategy for trial. Participated in clients meetings and helped attorneys prepare clients for hearings and their trial testimony.

EDUCATION:

University of Baltimore School of Law, Baltimore, MD

J.D., May 2010

The Florida State University, Tallahassee, FL

B.S., *cum laude*, Political Science, minor: Political Philosophy, April 2007

Florida Medallion Scholars Award

GPA: 3.55

BAR ADMISSIONS, MEMBERSHIPS, PROFESSIONAL LICENSES

Maryland Bar, December 2010

District of Columbia Bar, December 2012

Maryland State Bar Association, Montgomery County Bar Association, Estates & Trusts Section

Notary Public, Maryland

Notary Public, District of Columbia

Pennsylvania Bar, May 2012* (Inactive)

New Jersey Bar, May 2012