

PARALEGAL

## Stephanie R. Fleming

T. 508-926-3346 E. [sfleming@bowditch.com](mailto:sfleming@bowditch.com)



### OVERVIEW

Stephanie Fleming is a paralegal in the firm's Real Estate & Environmental Practice and has over 18 years of experience in the legal industry. At Bowditch, Stephanie assists with commercial real estate projects of all sizes, including the preparation of draft documents such as purchase and sale agreements, deeds, settlement statements, and commercial leases. She also obtains closing documents, including UCC searches, title examinations, municipal lien certificates, corporate organizational documents and payoff letters, as well as prepares tenant estoppel certificates and clerk's certificates. Stephanie attends closings, coordinates title reports with title examiners, assists in the permitting process, and prepares special permits for Planning Board and ZBA applications.

### Besides work

For a decade, Stephanie was a fitness instructor and enjoys indoor cycling, TRX and group muscle classes. She also loves being outdoorsy and going on hikes with her dog Walter. Being by the ocean is where she finds the most peace.