



Practice Areas

Corporate and Business
Organizations

Education

Capital University Law School,
Paralegal Program Certificate,
1981

The Ohio State University, B.A.,
1979

Jane L. Swinford

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Ms. Swinford is a corporate paralegal in the Vorys Columbus office. She has experience in the areas of general corporate compliance, business formations, dissolutions, reorganizations, restructurings, mergers, acquisitions, divestitures and technologies related to corporate records maintenance and inter-company restructurings.

Prior to joining the corporate group at Vorys she worked as a litigation paralegal for the firm, assisting attorneys with discovery and trial preparation. She later joined the firm's real property group to assist Central City Title Agency reviewing surveys, title insurance commitments and drafting deeds and other related real estate documents.

SPECIAL SKILLS

- Summation
- Excel
- CT Advantage
- Notary Public

Professional and Community Activities

Chadwick Arboretum, Volunteer, 2010-present

Girl Scouts Troop Co-Leader, 1991-1999

Grandview Heights High School Band Parents, Secretary, 2006-2010

Pelotonia, Volunteer, 2009-2011