



# **LAW OFFICE OF O.G. OYELEKE LLP**

## **Legal Practitioners & Notary Public**

5th Floor, Wesley House 21/22 Marina, Lagos · P.O. Box 71218 Victoria Island, Lagos Nigeria · Tel: + 234 1 2704083

Fax: + 234 1 2704082 E-mail: [mail@ogoyelekelaw.com](mailto:mail@ogoyelekelaw.com) · Website <http://www.ogoyelekelaw.com>

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Dear Sir/Madam,

In the following pages, you will find an abbreviated brief on the firm; Our statement of intent and qualifications to serve. I hope you find it useful.

I am also available to answer to any other or further questions of a specific nature.

In the meantime, we thank you for your interest in our services and activities as we look forward to hearing from you.

Many regards.

**Fatai Rufai**

Secretary to the Firm



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## **STATEMENT OF INTENT**

**&**

## **QUALIFICATION TO SERVE**

**5<sup>th</sup> Floor Wesley House  
21/22 Marina, Lagos-NG  
P.O. Box 71218  
Victoria Island,  
Lagos Nigeria.**



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### **The Firm**

Law Offices of O. G. OYELEKE, LLP (Nigeria) is a limited liability partnership registered in Lagos, Nigeria (registration number LPN013) with registered office 5th Floor, 21/22, Wesley House, Marina, Lagos.

Law Offices of O. G. OYELEKE, LLP (Nigeria) is regulated by the Company and Allied Matters Act (CAMA) and Limited Liability Partnership (Amendment) Law of Lagos State 2009.

Any reference on this website to the term “partner” in connection to Law Offices of O. G. Oyeleke LLP (Nigeria) is a reference to a member of Law Offices of O. G. OYELEKE, LLP (Nigeria) or an employee of equivalent status.

A list of the members of Law Offices of O. G. OYELEKE, LLP (Nigeria), and their professional qualifications, is available at the registered office. Under the Limited Liability Partnership Law 2009 a limited liability partnership is a corporate body with a legal personality separate from its members; accordingly the members have no liability for the obligation of Law Offices of O. G. OYELEKE, LLP (Nigeria) (except that in certain circumstance the members may be obliged to contribute to the assets of an LLP on it being wound up.)

Members: O.G. Oyeleke (SAN) LLB (Hons), BL. A.C.I.S • Abdulwahab Lanre Balogun, LLB (Hons), BL • Abiodun Oyename, LLB (Hons), BL .MA  
Martins E. Eze, LLB (Hons) BL • Ijeoma Nwankwo, LLB (Hons), BL • Joy Osieme LLB (Hons), BL



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### **Our Practice**

The Firm was founded by the Senior Partner Oyesoji Oyeleke after the practice he jointly founded, LAYONU, OYELEKE & OKWUDIAFOR in 1991 was dissolved to allow partners pursue different interests. A number of the members of the old firm are still with this practice.

The practice is primarily a dispute resolution and commercial law firm. Instructions are regularly received for all aspects of:

- **Litigation**
- **Collections**
- **Ship arrests, and arranging security for releases**
- **Company formations and reorganizations**
- **Due diligence and forensic inquiries**
- **Financial, trade and credit agreements**
- **Various aspects of commercial disputes**
- **Tax and investments**
- **Government and regulatory inquiries**
- **Private client work in all areas.**

A variety of the work is undertaken for multinational and overseas registered companies, financial institutions, P&I Clubs and their correspondents, commodity trading houses, Insurance companies and Underwriters and a wide range of individuals and midsize public and private limited companies.

A Limited Liability Partnership (LLP), Firm, and of few in the Country and the West Africa Sub region. The firm is with its offices in the heart of commercial Lagos, on the Marina.

The variety of the members' experiences derived from the diversity of the clientele they have served over the years and their ages at the bar has ensured that the niche of the firms work and activities are in the fields referred to above.

The strength of the firm is the ability to handle work beyond which will normally be expected in practice with less than Ten [10] fee earners.

The approach is creative and user friendly, if pragmatic with the end product as a meaningful and relevant tool in the ultimate business decisions of the client, the primary objective. Lawyers will generally work across boundaries rather than in strict formal departmental structures to very resolutely present the point of view that we have accepted to make.

The firm believes that ultimately, most beneficiaries of professional services have very little appetite for purely academic abilities and have taken the cue to endeavour to tailor deliveries in an effective, clear, workable and cost effective manner without necessarily advancing the research efforts involved in the solutions.

Non exclusive working relationships are maintained with several overseas firms and bodies from where a reasonable amount of work is derived.





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The complexities, variety, and file numbers that have been attended particularly those with cross border flavor serve as one endorsement of the firms' capabilities.

The practice and its members belong to several professional and other relevant organizations and associations and regularly attend fora at home and abroad in furtherance of the desire to better service clientele needs.

Members also belong to various legal associations including the Nigerian and International Bar Associations (NBA) & (IBA), and the Commercial Law League of America (CLLA).



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#### **Our Members**



##### **Oyesoji G. Oyeleke (SAN)**

**Oyesoji** heads “Law Offices of O.G. Oyeleke” and provides his services mainly in complex dispute resolution in all its facets. He also has extensive experience and specializes in all forms of commercial Litigation, including regularly providing advice in shipping, commercial transactions and foreign Investments/cross border activities. His varied work load spanning over 31 years has covered many aspects of shareholder disputes, obtaining injunction and other remedial reliefs, complex transactions, securing admiralty orders including providing opinion on different aspects and corporate/commercial work. He is a Notary and Senior Advocate of Nigeria.



##### **Abdulwahab Lanre Balogun (Mr)**

**Lanre** has over 14 years experience and regularly provides litigation advice, appearing in Court on a regular basis. He also covers employment and general corporate practice, particularly Intellectual property. He worked briefly as a Manager, Legal and Anti-Piracy at a media company before returning to the service of the firm.



##### **Abiodun Oyename (Mrs)**

**Abiodun** covers a diverse range of corporate and commercial matters and the firm’s private client work; property, wills & trusts, employment, small business issues and in matters of the like. She also advises companies on a range of other issues of a general nature with compliance including expatriate quota, work permit and immigration related services. Due diligence, business formation and advice to do with corporate vehicle models including acquisition and sale of businesses are other arrears she covers.



##### **Martins E. Eze (Mr)**

**Martins** is an Associate of the firm. He assists with court trial preparatory work as part of the commercial litigation services of the firm, working mostly with Mr. Oyeleke. He also advises and supports clients with a variety of Litigation related opinion and in pretrial work on commercial issues and in debt recovery related matters.



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#### **Our Members**



**Ijeoma Nwankwo (Mrs)**

**Ijeoma** advises on company secretarial services including dealing with company formation and other forms of registration and with obtaining permits. She regularly attends meetings, maintaining statutory registers and filing returns. Her desk evaluates compliance standards of clients as part of a new and emerging work we now offer with country focus risk and best practice issues; reviewing practices and standards of company behavior including advising on ethical codes of conduct. Work with various forms of external party engagements & forensic investigations is also conducted. She is also the contact person for the firms CSR's affairs.



**R.B Hassan (Mr)**

An Associates member of the Chartered Institute of Secretaries and Administrators, London had worked as a senior manager in the Corporate Secretarial Departments of two reputable firms of Chartered Accountants of the stature of Deloitte Adetona Isichei & Co. and Akintola Williams Deloitte for many years, and in the course of which he serviced a wide range of both Public and Private Limited Companies.



**Joy Osieme**

**Joy** is part of the secretarial services team and her activities also cover company pre and post formation matters, compliance and due diligence. She regularly attends meetings of companies we cover as part of the secretarial services of the firm.



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### **Clientele**

We have represented, continue to, fielded inquiries from, or are in touch with/ act as correspondents for a number of the following organizations.

- DAVID RUBIN + PARTNERS
- TIDE LINE INC, GREECE
- SPEECHLY BIRCHAM LLP, UK
- KUEHNE + NAGEL INC
- BUDD SA. FRANCE
- SHEPSTONE + WYLIE S.A.
- BBG GLOBAL TRADING INC. UAE
- UNTL PLC. NG.
- MOUKA LTD NG
- NIGERIA GAS + STEEL LTD. NG
- CONTROLS WEST AFRICA
- SHELL PETROLEUM DEVELOPMENT CORPORATION
- WAKEMANS MARINE + OIL SERVICES CO. LTD
- FIRST COLLECT INTERNATIONAL LTD. UK
- ABC AMEGA INC
- LIBERTY COMMODITIES HOUSE UK
- INTEGRASCREEN
- PROMASIDOR/COWBELL NIGERIA LTD NG
- UK DIESEL POWER AFRICA LTD
- VEREIN HANSENTISCHER TRANSPORTERVERSICHERER, (VHT), HAMBURG/BERLIN, GERMANY
- KESSAL, YOUNG + LOGAN USA
- SEA PORT TERMINAL OPERATORS ASSOCIATION NG
- ELBORNE MITCHELL LLP UK
- FILHET ALLARD MARITIME
- E.G. ARGHYRAKIS
- AIM WORLDWIDE NET
- HILL DICKSONS LLP
- JK CAMERON LLP
- COMPAGNIE GENERALE DE GEO PHYSIQUE CGG/PECC
- TIPTREE INTERTRADE ESP
- NIGER EXPORTS LIMITED
- TOKIO MARINE & FIRE INSURANCE CO LTD □ SHELL NIGERIA GAS LIMITED
- RELIANCE TRADE CORPORATION INC



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### **Legal Terms**

Our preferred and usual terms of Engagement.

#### **1. The practice.**

The firm is Law Offices of O. G. Oyeleke, LLP (Limited Liability Partnership) with principal offices in Lagos, Nigeria.

#### **2. The Contract.**

These engagement terms and conditions should be read together with any other understanding or arrangements relating to any specific instruction and supersede them should there be a conflict.

#### **3. Other conditions.**

It is a condition of the engagement of our services and the client understands and accepts that we are also bound by and agree to conduct our services in accordance with regulations in place by the Nigerian Bar Association (NBA) regardless of other countries bar regulations to which members and partners may be subject to.

#### **4. Conflicts.**

The firm will usually advise at the onset of the acceptance of instructions about a potential conflict of interest in relation to the instructions, and will not act for any other client in relation to the same subject matter. This is without prejudice to our ability to act on any other particular matter in which the client may have an interest, unless the firm on its own determines at its own direction that it will be inappropriate to so proceed.

#### **5. Money Laundering/Bribery & Corruption.**

We will fully support and volunteer to adhere with best practices whether directly applicable or whether we are subject to same or not.

#### **6. Our Work.**

We will always endeavour to perform to the best of our abilities exercising all diligence, care and skill and will engage where necessary, subject to approval by the instructing client, the services of other experts or third service providers where the issues relate to matters beyond our expertise or skill or outside of our professional calling but necessary for the purpose of the execution of the services for which we were engaged.

#### **7. Client.**

The party with whom we have a direct relationship is the beneficiary of our services and any advice is provided solely for the use of the engaging client and nobody else. The firm will therefore not accept responsibility or duty to any other person for any consequences arising from reliance upon our advice. Additionally, no other person than the client successors and assigns shall have the right to enforce any of the provisions of these terms of business.

#### **8. Basis of Relationship.**

It is fully understood that information provided is the basis upon which we will be expected to proceed to act for the client and which we are expected to assume is accurate and complete. Unless we are otherwise informed in writing, we will act on the assumption and understanding that all or any of the clients' directors, principal offices or other persons communicating with us are so authorized to do so in relation to our engagement.



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### **9. Communication.**

Unless we are otherwise informed in writing we may correspond with the client by any suitable and safe manner as is convenient for our purposes.

### **10. Fees.**

Time spent (Research, meetings, travel, Court appearances, and in correspondence) but not necessarily limited to these subject headings will form the basis of our fees-notes and on which our charge out rates will be based.

Disbursements, including third party expenses are at cost.

Invoices which will distinguish between fees and disbursements are exclusive of VAT or other taxes as relevant and at the applicable rate at the time of the invoice. We will usually expect to have Invoices settled within 30 days of its issue unless otherwise agreed. The firm reserves the right after 30 days to terminate the relationship and apply any funds belonging to the client with it to meet invoices and/or to apply interest to any amounts outstanding.

### **11. Liability.**

Any right of action is solely against the firm and any action or step taken pursuant to any instructions by any individual is regarded as for and on behalf of the firm.

### **12. Professional Cover.**

Where there to be a binding agreement or other understanding with respect to or for any loss to the client the firm has in appropriate circumstances an indemnity policy to cover for liability.

### **13. Termination.**

Either party may terminate the engagement by notice in writing. The firm reserves the right to keep and not pass on all notes, opinions and other material generated by it and to retain Clients documents where necessary until the subject of fees and disbursements have been fully paid and resolved.

### **14. Dispute Resolution.**

We will encourage in the unlikely event of any dispute in connection and relating to our services that they are resolved in good faith in the first instance by process of negotiation, and then mediation if still unresolved and then arbitration and by a legal action in that order.

### **15. External Affairs.**

The firm reserves the right unless expressly informed by the client to refer to our representation of the client in marketing and related publicity whether or not we continue to represent the client as at the time of the publication.

### **16 Governing Law and Jurisdiction.**

The client and firm agree that this engagement shall be governed by and this agreement construed in accordance with the Laws of Nigeria.

### **17. Force Majeure.**

Should the firm not be in a position to perform services as contracted for reason beyond its control the client will be notified and no liability shall for that reason be occasioned.



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### **Corporate Social Responsibility**

The tenet for personal attention is not limited to within our office doors.

Our wider responsibility to the society and communities in which we live and work including the diaspora are experienced through our active support, endorsement and identifying with the activities of the charities and bodies listed below.

- The Yunus Abioye Oyeleke Foundation
- The Sickle Cell Society of Nigeria
- The Nigerian Red Cross
- Africa Aid

We also regularly give and provide assistance to several other deserving causes and in specific one-off situations particularly those relating to social services, health and educational issues. *Pro bono* work is also available.