

Moot Court 2010  
Legal Memo Assignment

To : Dean Gamp  
From: (Your name)  
Date:  
Regarding: (Case name)

1. Issues Presented. State each issue separately as a question to be answered.
2. Facts. Briefly state the relevant facts of this case. Use a neutral tone of voice.
3. Relevant Law. State what you believe the law will turn out to be. Create a cite for each legal position that you take.
4. Analysis. Analyze the facts according to the law that you have stated.
5. Conclusion. State a conclusion for each of the questions that you originally presented. Then go back and add those conclusions into #2

**Sample Assignment**

Facts. Plaintiff Todd fell in front of defendant Empire Corp's business and seeks recovery for his injuries. Acme Co. owns the parking lot.

Issues

1. Is a corporation liable for slip and fall in the parking lot in front of its business?
2. Is a corporation liable for a fall in the parking lot where a third party owns and maintains the parking lot?

Brief Answer. 1 The corporation is liable because ... 2. Yes, the third party is liable because

Law. Rod v. Cobb shows that a business can be held responsible for the fall of a patron in the parking lot outside its business. Thelma v. Dee holds that the owner of the parking lot is responsible for its maintenance. A business, whose patrons use the parking lot owned by another, can be held responsible for injuries in the parking lot if there is notice of the condition which caused the injury and the business did not warn its patrons. Sammy v. Elder.

Analysis. Empire Corp. is a business...like Rod v. Cobb. Here the condition that caused the injury to plaintiff Todd was .....

Conclusion.

**NOTE THESE REQUIREMENTS:**

YOUR ANALYSIS MUST BE DOUBLE SPACED.

You will use that space at a later time.

Practice keeping your sentences SHORT AND CONCISE.

All assignments MUST be typed unless instructed otherwise