

# Shirley Stores

Paralegal | Portland

Phone: 503.553.3182

Fax: 503.226.0259

Email: shirley.stores@foster.com



## Overview

Shirley supports Foster Garvey's Employee Benefits & Executive Compensation attorneys and interfaces with the firm's employer clients to help them effectively manage their benefits plans.

Shirley has nearly 20 years of paralegal experience and regularly assists in Employee Plans Compliance Resolution System matters, in which she corrects retirement plan operational and demographic errors through the IRS's self-correction and voluntary correction programs. She also assists in multi-employer withdrawal liability cases where she is responsible for recording the volumes of documents received from clients and attorneys. Additionally, Shirley has served as case manager in plan restatement matters and has been responsible for preparing plan document provider checklists and collaborating with attorneys on final plan document generation.

Clients and attorneys depend on Shirley's thoroughness and attention to detail as she is frequently responsible for flagging discrepancies and making the appropriate corrections, preparing and reviewing plan documents and amendments, and conducting research.

## Areas of Focus

- [Labor, Employment & Immigration](#)
- [Employee Benefits & Executive Compensation](#)

## Education

- Paralegal Certificate, College of Legal Arts

## Connect with Shirley

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