

## GLOBAL IMMIGRATION MANAGEMENT PRACTICE

MAIONA|WARD is a boutique law firm which limits its practice exclusively to immigration and naturalization law. With approximately 25 years of immigration experience between the partners of the firm, our mission is to produce professional, honest and cost effective services to all of our clients. MAIONA|WARD helps corporations to draft and implement an intelligent employee immigration policy and then manages the process globally so that the human resources department and the company can concentrate on what is important: the operation of the business.



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## **WE KNOW IMMIGRATION LAW SO YOU DON'T HAVE TO**

Top corporations around the world understand that finding and retaining the best talent is a priority in a global economy. How does your company handle hiring and retaining foreign national employees? Do you have a formal immigration policy? What you don't know, can hurt your company.

- When a potential foreign national candidate is located, many times the conversation turns quickly to “immigration sponsorship,” “visas” and “green cards.” You need to have immediate access to hard answers for these important questions or that candidate may take his or her talents to your competitor. As your global immigration practice managers, we will be certain that you always have the immigration answers you need at your fingertips 24/7.
- Do you know what your rights and responsibilities are when you hire a foreign national? Are you aware of the Department of Labor regulations, or the US Citizenship & Immigration Services regulations and procedures that pertain to your company when you hire a foreign national? Are you aware of the penalties and fines that may be imposed on not only companies but officers of the corporation for failing to abide by the law? We are. You will be as well when we become your global immigration practice managers. We will audit your I-9s immediately to be certain the company is in compliance with all regulations so that there are no surprises when that inevitable visit from the Department of Labor, Immigration and Customs Enforcement or Fraud Detection and National Security comes to your Human Resources Department. Since corporate immigration compliance and enforcement is at an all time high, your company must be prepared.
- An employee is “stuck” at the US Consulate in Bangalore or Shanghai and the consular officer is refusing to issue the H-1B visa for his or her employment at your company. As your global immigration practice managers you have access to not only our office contacts and expertise, but our global partners around the world. If the situation requires an in person visit, you will have access to local immigration attorneys in almost every city around the globe who we can call upon should the need arise. While we also travel to locations as needed, sometimes it is more cost effective and expeditious to use our global partners network.
- Do you know what it “really costs” to obtain a green card (legal permanent residency), non-immigrant employment visa or training visa? We do. As your global immigration practice managers we charge a flat/fixed legal fee per assignment so that you will know in advance exactly the cost of hiring or retaining that foreign national employee. Our honest pricing is determined by the work to be performed regardless of the client and it is not determined by the size of the client corporation or “what you are willing to pay,” as is often the unwritten practice of the mega-firms.

## **ABOUT OUR FIRM**

MAIONA|WARD is a national immigration practice located in the heart of Boston's Financial District. Managing Partner Matthew Maiona is the former New England Chapter Chair of the American Immigration Lawyers Association (“AILA”) and former AILA Board of Governors member and has been liaison to US Citizenship & Immigration Services, the Executive Office for Immigration Review and New England congressional members, as well as the current Chair of AILA's national Military Assistance Program which pairs volunteer immigration attorneys with military service members and their families who are deployed in defense of our country. Matthew regularly lectures on the topic of immigration law and his opinions regarding immigration law topics have been published in local and national press. Partner Sara Ward has been recognized by Boston Magazine as a *Rising Star* in Immigration Law on two occasions and has helped hundreds of individuals navigate US Consulates around the world, as well as assisting individuals through the complicated process to residency before US Citizenship & Immigration Services offices in the United States.

Our clientele is nationwide ranging from hospitals, environmental companies, information technology companies, the hotel/hospitality industry, construction, architectural firms, retail, engineering and insurance companies to individuals seeking visas to work and live in the United States. We are sole outside immigration counsel to human resources departments of various companies assisting in the preparation and filing of all non-immigrant visa applications; training visas; PERM filings, processes and procedures; immigrant visa applications and adjustment of status applications. Where no policy exists, we assist in developing a global immigration policy that is tailored to our clients needs and desires. We use state of the art technology and immigration tracking and management software which allows our clients to complete questionnaires, post documentation, track visa status and expiration dates and to view files securely online from your HR department.

MAIONA|WARD is available to submit RFP (“Request for Proposals”) responses via email, mail or in person and will submit references upon request.



*For more information on our firm, please visit our website at [www.maionapc.com](http://www.maionapc.com) or contact Matthew Maiona at 617-695-2220. We look forward to hearing from you.*