

## Mary T. Phipps

Paralegal

[mphipps@verrill-law.com](mailto:mphipps@verrill-law.com)



Mary is an experienced estate administrator who works closely with the firm's Private Clients and Fiduciary Services group with respect to all aspects of trusts and estates, in order to best serve our clients.

Her work includes preparing and filing probate documents, coordinating asset valuations, assisting attorneys in gathering the information necessary for the preparation of estate tax returns, communicating with clients and beneficiaries, and preparing and maintaining estate inventories and accountings. Mary also frequently works with attorneys in other practice groups when their matters require her expertise in the probate realm. Additionally, she is a member of the firm's Wellness and Community Service Committees.

Prior to joining Verrill, Mary worked as a paralegal at a small Westbrook law firm, where her work focused on estate planning, estate administration, annual corporate filings, and real estate closings.

Outside of work, Mary enjoys cooking, and values the time she spends each month volunteering her cooking skills at Preble Street Resource Center's Food Security Hub and Florence House. Additionally, Mary enjoys practicing all forms of yoga, daily meditation, and though she has called Maine home since 2000, she loves to seek out and explore beautiful parts of the state where she has not yet been.

### Education

- Purdue Global (Paralegal Certificate, *summa cum laude*)
  - \*Formerly Kaplan University
- Creighton University (B.S., *magna cum laude*)

### Services/Industries

- Private Clients & Fiduciary Services