



## Janet Tipton

Paralegal

1029 W. 3rd Avenue, Suite 550, Anchorage, AK 99501

P 907.865.2603

[jltipton@hollandhart.com](mailto:jltipton@hollandhart.com)

**Janet Tipton provides sophisticated transactional support on oil and gas and environmental matters.**

Janet Tipton is a paralegal with over 25 years of experience in a range of practice areas. Janet is a detail-oriented professional with excellent research, writing, and technology skills. She has a proven ability to manage litigation matters (large or small) from discovery through trial, including trial presentation.

Janet also works on complicated oil and gas transactions, assists with due diligence matters, and skillfully reviews and drafts oil and gas assignments and transaction documents.

Prior to joining Holland & Hart, Janet was a Senior Paralegal supporting a Natural Resources team at Crowell & Moring LLP and Patton Boggs LLP. Janet has worked directly with Holland & Hart attorneys for over 17 years.

### PRACTICES

Environmental and Natural Resources  
Commercial Litigation  
Appellate

### INDUSTRIES

Energy and Resources  
Oil and Gas

### EDUCATION

Charter College, Paralegal Certificate,  
1992

### EXPERIENCE

- Management and transfer of State of Alaska oil and gas leases
- E-Discovery, document production and management
- Overall management, review and organization of case documents and databases
- Deposition and trial preparation
- Trial presentation and overall management of trial logistics
- Cite-checking briefs
- Drafting pleadings and discovery

### PROFESSIONAL AND CIVIC AFFILIATIONS

- Alaska Association of Paralegals, Board Member
- Alaska Association of Legal Administrators, Board Member