



The Global 20 Survey FAQs

For the ninth straight year, Law360 will rank and profile the 20 law firms with the greatest global reach and expertise. To view last year's Global 20 ranking, [click here](#). If your questions are not answered below, please contact us at surveys@law360.com

How do I complete the survey? What's the deadline?

To complete the survey, fill out [the form here](#). A copy of the submission form is also available on our website in the Global 20 section of our editorial calendar [here](#). You must also complete Question 9 in an Excel sheet using our Excel template and upload it as part of the online entry. The Excel template can be downloaded from the [editorial calendar](#) on our website or by [clicking this link](#).

- Submissions are due by **8 p.m. ET/5 p.m. PT on Tuesday, April 30th**.

How do you evaluate submissions?

- We will evaluate submissions based on a combination of five qualitative and quantitative factors including: 1) the number of countries where the firm has offices, 2) the number of offices outside the firm's home country, 3) the percentage of attorneys working outside the firm's home country, 4) the breadth of the firm's recent international and cross-border work and 5) the size and complexity of the firm's recent international and cross-border work.
- For **breadth**, we evaluate how many of the firm's practice areas have done significant international and cross-border work between **April 1, 2018 - March 31, 2019**. If a firm only has a strong cross-border M&A practice, they will end up with a lower score on breadth than a firm that has several practice areas with strong cross-border work.
- For **size and complexity**, we evaluate the size and significance of the firm's international and cross-border work between **April 1, 2018 - March 31, 2019**.
- Each of the five categories outlined above is weighted equally in our ranking.

What should we include in our submission?

- Major matters includes all significant work, not just transactional work. The highest ranked firms have significant work in a broad range of practice areas.

- Matters discussed do not need a U.S. component. We prefer the focus to be on matters that are cross-border or are based outside of the firm's home country.
- However, the representation of foreign clients or governments in the U.S. would also be interesting.
- There is no limit to the number of matters you can discuss; we are really looking for volume and diversity of cases.
- Attorneys do not have to be based outside of the U.S. for a cross-border or international matter to be considered by our panel of editors.
- If you have attorneys from multiple jurisdictions who worked on a matter, make a note of that in your submission. Cite both the firm's offices that were involved in the matter, as well as the jurisdictions affected by the matter.
- Skipping questions is not recommended.

What is the time frame for the submission?

- Please include matters from **April 1, 2018 - March 31, 2019**.
- You may include deals or transactions that closed outside of the time frame. We recommend against including ongoing matters.

What headcounts should we use?

- All attorney figures in the survey should be head count, **NOT** full-time equivalent.
- The "as of" date for head count and office information for this survey should be **March 31, 2019**, or as close to that date as possible. If you do not have headcount information for **3/31/19**, please note in your answers to Questions 12 & 13 that your head count data is from a different date, and note what that date is.
- You may not use estimated headcount data at all. We will not accept survey submissions that include head count estimates.

What format should we use to best describe our firm's cross-border work and international expansion efforts?

- The survey will not penalize you for going over 2,000 words for Question 14, or 500 words for Question 15, but we recommend you stay close to this limit.
- We are **not** looking for a press release-type narrative that ties together all the matters listed. The work is what matters.
- We encourage using bullet points to highlight dollar amounts and parties involved.
- You may group your list of matters by industry sectors, by practice groups, or simply by what you consider the most important matters.

Our firm does not have a headquarters or home country. What do we use instead?

- If your firm does not have a home country, your "home country" for purposes of the Global 20 survey is the country where you have the most attorneys. If you are using that formula, please also add a parenthetical in your survey submission noting that your firm has no home country. Submissions that decline to list a "home country" or a country where the firm has the most attorneys will not be accepted.

Can we include confidential matters?

- **No.** Please do not include confidential information in your submission.

What if I have more questions?

- Please contact us at surveys@law360.com