

# Time to think about Chambers USA 2014 nominations



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Chambers USA 2013 was published at the end of May and already research for the 2014 directory is in full swing. The full research schedule and nomination forms can be found [here](#).

Writing submissions for Chambers can be a daunting, frustrating and lengthy process. However, with sufficient planning, it can be managed well with these tips:

- Allow 4–6 weeks to properly research and prepare the submissions. This allows enough time to interview practice leaders, contact client references, and write and finalize the nomination.
- Discuss details and significant litigation highlights with the practice leaders and be succinct when including them in the nomination. The researchers read hundreds of entries, so getting to the point will make it easier for them to focus and recall important details about your firm.
- Select the best client references – those who know the firm’s work well and can provide the best insights and anecdotes about the firm’s attorneys. Try not to use the same references each year.
- Check the Chambers website regularly for updated information regarding the submission form and referee spreadsheet. Both can be found [here](#).
- Confirm ahead of time that your user name and password are working before you need to log in to submit the completed nomination online, to avoid last-minute panic. If you don’t have a user name and password, contact Mehri Hudayguliyeva at [mehrih@chambersandpartners.com](mailto:mehrih@chambersandpartners.com).
- Upload a revised nomination if you need to update it, but make sure to contact the relevant editor directly with an alert about the changes.

If you have any questions regarding the Chambers schedule or submission process, or want help organizing and preparing submissions, please contact [rankings@jaffepr.com](mailto:rankings@jaffepr.com).