



## Jena L. Kaufman

Paralegal

3800 Eighth Street North  
Suite 102  
St. Cloud, MN 56303

320-654-4583

Jena.Kaufman@lawmoss.com

**PRACTICE AREAS:** Business Law, Estate Planning and Wealth Preservation, Closely Held Businesses, Securities

---

In her support of Moss & Barnett lawyers, Jena regularly works in the areas of business law and estate planning. Her focus and responsibilities include assisting with:

- Closing documents and transaction closings
- Formation of business entities
- Ongoing maintenance of general corporate and real estate matters
- Preparation of wills, trust agreements, powers of attorney, and health care directives
- Asset transfers and beneficiary designations

Jena's eight-year career in the legal industry as a secretary and paralegal strengthens the services and cost-effective results the firm delivers to clients.

### Education

St. Cloud Technical College, A.A.A. Degree, Legal Administration

### News

Alert: The Uniform Electronic Wills Act  
*Moss & Barnett Advocate (Spring/Summer 2023 edition)*, 08.15.2023

Moss & Barnett Opens St. Cloud Office  
07.09.2018