



Elissa M. Otto-Villamor

Paralegal

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Practices

Business & Commercial
Transactions

Education

A.S./A.A., Paralegal Studies/
Pre-Law, Miami-Dade College,
2009

Elissa “Reece” Otto-Villamor is a Florida Registered Paralegal with more than 18 years of experience assisting attorneys in a full range of real estate matters, including closings of acquisitions, sales, and loan transactions for sophisticated commercial and high-value residential real estate. Additionally, she prepares real estate and loan closing checklists and critical date schedules, title objection letters, and sale and loan documentation for attorney review.

She also handles a wide variety of transactions, including condominium project development and developer unit sales closings, multi-family residential townhomes, condominium and lease projects, retail, commercial, and unimproved real property for development purposes, and Section 1031 Like-Kind Exchange transactions. Reece plays a crucial role in overseeing trust account activity—deposits, disbursements, and reconciliations for all transactions.

Reece joined Hinshaw in 2011. She has worked with Florida-based firms in paralegal and legal assistant roles since 1993.

Professional Affiliations

- Selma Oritt Foundation, Secretary