



# Foundations of Practice

**6 Terrific Programs for New Lawyers or for Attorneys Looking to Move Into a New Area of Practice:**

**1** Thursday, March 3, 2011

**How to Litigate a Case in Minnesota State Court**

**2** Wednesday, March 23, 2011

**Consumer Bankruptcy Basics**

**3** Tuesday, April 5, 2011

**Basic Will and Trust Drafting**

**4** Wednesday, April 13, 2011

**How to Survive Your First Jury Trial**

**5** Tuesday, April 19, 2011

**Basic Contract Drafting**

**6** Wednesday, May 11, 2011

**Introduction to Workers' Compensation Practice**

**Reduced Tuition Rates:** Only \$75 per course for attorneys admitted in 2010 and \$135 for attorneys admitted after March 3, 2008.

## 1 How to Litigate a Case in Minnesota State Court

8:30 – 9:00 a.m. Check-in and Continental Breakfast

9:00 – 9:45 a.m.

### The Big Picture: A 50,000 Foot View of a Civil Case in Minnesota State Court

An overview of what rules apply to Minnesota state court cases; how a typical case proceeds from start to finish; how to stay focused on the big picture throughout the case; and how to level the playing field when the opposing counsel is more experienced than you are.

*Larry D. Espel, Course Chair, Greene Espel P.L.L.P., Minneapolis*

9:45 – 10:30 a.m.

### 8 Critical Issues You Need to Consider Before Initiating the Lawsuit

Before you even begin to draft a complaint, you need to consider a variety of strategic and legal issues that could affect your case: Whether to sue, when to sue, what to do before suit, where to sue, whom to sue, how to sue, what to sue on, what to serve with the suit.

*James K. Langdon II, Dorsey & Whitney LLP, Minneapolis*

10:30 – 10:45 a.m. Break

10:45 – 11:30 a.m.

### The Complaint & the Answer: Effectively Telling Your Client's Story from the Get-Go

What the rules require regarding content, form, signing, service and filing, and timing. Tips for how to use these pleadings as an effective tool to tell the court your story.

*Mary E. Schwind, Attorney at Law, Saint Paul*

11:30 a.m. – 12:00 p.m.

### Using Negotiation Skills & Tools to Your Tactical Advantage – Including Rule 68 Offers of Settlement

Because the majority of cases settle before trial, your negotiating and settlement skills are often a key component to your client's success. You will receive helpful tips and strategies designed to gain tactical leverage and maximize your client's position. You'll also learn how to use and respond to Rule 68 offers of settlement.

*Cynthia A. Bremer, Ogletree, Deakins, Smoak & Stewart, P.C., Minneapolis*

12:00 – 1:00 p.m. Lunch (on your own)

1:00 – 1:45 p.m.

### Conducting Effective and Efficient Written Discovery

How to draft effective requests that are targeted to your written discovery plan and that comply with timing, form and scope requirements. How to respond to discovery requests, including permissible objections. When to seek a protective order. What happens in the event of a discovery dispute.

*Daniel J. Herber, Faegre & Benson LLP, Minneapolis*

*Rhyddid Watkins, Faegre & Benson LLP, Minneapolis*

1:45 – 2:30 p.m.

### How Cases Are Won and Lost in Depositions – And What to Do About It

You will learn the strategies for making the most out of this essential discovery tool. This session will address considerations such as who to depose, when to depose key witnesses, and how to formulate effective questions.

*Steven W. Wilson, Briggs and Morgan, P.A., Minneapolis*

2:30 – 3:00 p.m.

### When the Opposing Lawyer Crosses the Line: Effective Responses to 5 Common Discovery Abuses

Strategies for responding to discovery tactics such as: Baseless assertions of privilege; stalling; inflicting excessive costs on the opposing party; providing too little or too much information; withholding evidence.

*Vincent D. Louwagie, Anthony Ostlund Baer & Louwagie P.A., Minneapolis*

*Eric J. Rucker, Briggs & Morgan, P.A., Minneapolis*

3:00 – 3:15 p.m. Break

3:15 – 4:00 p.m.

### Effective Motion Practice

Motions are a critical component of litigation. This session will discuss procedural requirements, strategic and practical considerations, and oral argument technique.

*Gregory R. Merz, Gray Plant Mooty, Minneapolis*

4:00 – 4:45 p.m.

### Significant Procedural/Rules Differences Between Minnesota State Court and Federal Court

*William Z. Pentelovitch, Maslon Edelman Borman & Brand, LLP, Minneapolis*

## 2 Consumer Bankruptcy Basics

8:30 – 9:00 a.m. Check-in and Continental Breakfast

9:00 – 10:00 a.m.

### The Initial Client Interview and Pre-Petition Advice

What you need to know to talk to your client prior to the bankruptcy process; ethical parameters, practical pre-petition planning and what your client needs to know; how to conduct the initial interview; what kinds of information your client needs to bring; and how to conduct an interview so that you don't miss anything.

*Richard J. Pearson, Prescott & Pearson, PA, New Brighton*

10:00 – 10:15 a.m. Break

10:15 – 11:30 a.m.

### The Choice Between Chapter 7 & Chapter 13

Basic means testing and calculations; use of IRS Guidelines; U.S. Trustee positions; and means test issues.

*Ian Traquair Ball, Attorney at Law, Minneapolis*

11:30 a.m. – 12:30 p.m.

### Completing the Bankruptcy Petition, the Automatic Stay, and Preparing and Attending the 341 Meeting of Creditors

Key provisions of the bankruptcy code; overview of all the information that needs to be included on the petition and how it should be included; electronic filing; overview of the automatic stay including the general injunction, the exceptions, relief from the stay, application in Chapter 13 cases, and special rules.

*Terri A. Running, Attorney at Law, Saint Paul*

12:30 – 1:15 p.m. Lunch (on your own)

1:15 – 2:45 p.m.

### Assets and Exemptions; Schedules A, B, C, D and F

A look at the schedules concerning real property, personal property and property claimed as exempt; overview of co-provisions concerning assets and exemptions; comparison of state and federal law concerning assets and exemptions; key issues in the choice of exemptions; key property that is not exempt; overview and analysis of key provisions necessary to complete Schedules D and F; and an overview of creditors rights under the bankruptcy code and other existing state and federal law.

*John A. Hedback, Hedback, Arendt, Kohl & Carlson PLLC, Saint Anthony*

2:45 – 3:00 p.m. Break

3:00 – 3:45 p.m.

### Litigation in the Bankruptcy Court

What you need to know in motion practice and adversary proceedings – ranging from compliance with local rules to evidentiary issues.

*William J. Fisher, Gray Plant Mooty, PA, Minneapolis*

3:45 – 4:30 p.m.

### Statement of Affairs; Discharge and Dischargeability

Preferences, fraudulent transfers - duties to disclose and criminal issues.

*Andrea Cobery, Hoglund Chwialkowski & Mrozik, PLLC, Roseville*

## Terrific Seminars Taught by Ex

### Programs Designed for New Admittees

Minnesota CLE has created a series of 6 programs designed to provide foundational "how to" knowledge to new admittees. We are emphasizing practical, nuts and bolts information to help you successfully litigate a case, draft a will, draft a contract, and much more. Learn from some of the best and leave with a greater level of confidence that you can represent your clients competently.

## 3 Basic Will and Trust Drafting

8:30 – 9:00 a.m. Check-in and Continental Breakfast

9:00 – 9:15 a.m.

### Seminar Overview

Seminar chair Patrick J. Gallagher will give an overview of how each of today's topics fits into your will and trust drafting practice.

*Patrick J. Gallagher, Ginkel & Gallagher, Woodbury*

9:15 – 10:00 a.m.

### The Initial Client Interview and Planning with the Effects of Probate in Mind

How to prepare for the first meeting, discussing your fees, ethical considerations, educating your client on key concepts, asking the right questions, and developing a plan.

*Robert J. Lawton, Jr., Ginkel & Gallagher, Woodbury*

10:00 – 11:00 a.m.

### Incapacity Planning

This session will discuss the tools available for planning for incapacity, including Powers of Attorney for property and finances, Health Care Directives for health care decision-making, Guardianships and Conservatorships, Revocable Trusts, and other common tools. Specific issues to be addressed include:

- the purpose and common use of each tool
- alternatives for an incapacitated client
- common problems
- dangers of misuse
- how the various tools are made legal
- who should be named as an agent
- and validity in other states/countries

*Tara D. Mattesich, Moore Costello & Hart PLLP, Saint Paul*

11:00 – 11:15 a.m. Break

11:15 a.m. – 12:15 p.m.

### Drafting the Basic Will

An overview of common and essential clauses for wills. Example clauses will be reviewed against the statutes to help you analyze the effect of certain common will language, and what happens if you rely on the statutory default provisions.

*Joel A. Sommers, Maslon Edelman Borman & Brand LLP, Minneapolis*

12:15 – 1:15 p.m. Lunch (on your own)

1:15 – 2:45 p.m.

### Drafting the Basic Trust

What are the fundamental considerations in drafting the basic trust? Is it revocable, irrevocable, inter vivos, testamentary? When do you need to use a revocable trust to achieve your client's estate planning goals? What are some common issues encountered in the drafting process? Now that it is set up, how do you fund the trust?

*Matthew J. Shea, Gray Plant Mooty PA, Minneapolis*

2:45 – 3:00 p.m. Break

3:00 – 4:00 p.m.

### A Tax Primer for the Estate Attorney

Fundamental tax considerations that need to be accounted for in the estate planning and drafting process. A review of the significant issues from an issue-spotting perspective – learn to recognize larger issues when you see them, what methods to use to evaluate assets, and what common tax issues arise in the estate planning process.

*Dana M. Neu, Fredrikson & Byron PA, Minneapolis*

4:00 – 4:30 p.m.

### Question and Answer Panel with the Presenting Attorneys

*Patrick J. Gallagher, Moderator*

## 4 How to Survive Your First Jury Trial

This survival course prepares you for your very first trial. You'll learn about all aspects of a jury trial, from picking a jury to waiting for a jury verdict. The instructors will help you prepare for and manage the various pieces on trial day. By the end of the seminar, you'll be ready to make it through your first trial with confidence.

*David J. F. Gross, Faegre & Benson LLP, Minneapolis*  
*Chad Drown, Faegre & Benson LLP, Minneapolis*

8:30 – 9:00 a.m. Check-in and Continental Breakfast

9:00 a.m. – 12:00 p.m. Morning Session (one fifteen-minute break)

- **Learn the meaning of “pass the panel,” “preemptories,” and other jury selection terms**
- **The dos, don'ts and *absolutely nots* in an opening statement**
- **How to introduce an exhibit into evidence without looking like a rookie**
- **Sidebar etiquette**
- **How to examine a witness with confidence**
- **The secret of the adverse direct exam**
- **High tech v. low tech presentation of evidence**

12:00 – 1:00 p.m. Lunch (on your own)

1:00 – 4:00 p.m. Afternoon Session (one fifteen-minute break)

- **Mandatory motions that you must make during trial, or else bad things could happen**
- **The art, science, and guesswork of jury instructions**
- **Giving a passionate but appropriate closing argument**
- **Dealing with juror questions and issues during deliberations**
- **Receiving a verdict – whether good, bad, or really, really bad**
- **And much more!**

## Excellent Instructors and Providing Very Helpful Resource Materials

### Useful Programs for More Experienced Attorneys Looking to Move Into a New Area of Practice

These programs will also serve as valuable learning tools for attorneys with more experience – but who are looking to expand their practice into a new area. You'll learn your new practice area from some of the very best instructors in the field.

### We've Dramatically Lowered Tuition Prices for New Lawyers – and Kept Them Low for Others

Minnesota CLE has priced these seminars at reduced rates to make these courses as accessible as possible. Video replays in Minneapolis and throughout Minnesota make the courses convenient as well.

## 5 Basic Contract Drafting

8:30 – 8:55 a.m. Check-in and Continental Breakfast

8:55 – 9:00 a.m.

### Welcome & Introduction

Mark E. Utz, Course Co-Chair, Wendland Utz, Ltd., Rochester  
Craig W. Wendland, Course Co-Chair, Wendland Utz, Ltd., Rochester

9:00 – 9:55 a.m.

### Contract Formation

- Elements (Offer, Acceptance, Consideration)
- Capacity
- Illegality
- Statute of Frauds
- Quasi Contracts

Zachary J. Crain, Moore, Costello & Hart, PLLP, Saint Paul

9:55 – 10:50 a.m.

### Fundamentals of Drafting Contracts

- Language, Grammar, Punctuation
- Cannons of Construction
- Use of Definitions
- Words and Phrases that Don't Belong in Legal Documents

Roger M. Stahl, Wendland Utz, Ltd., Rochester

10:50 – 11:00 a.m. Break

11:00 – 11:55 a.m.

### Performance, Modification and Breach

- Conditions Precedent and Subsequent
- Substantial Performance and Part Performance
- Breach – Generally
- Anticipatory Repudiation
- Justifiable Breach
- Oral Modification
- Conduct Modifying Contract
- Blue Pencil Doctrine

Kevin S. Sandstrom, Eckberg, Lammers, Briggs, Wolff & Vierling P.L.L.P., Stillwater

11:55 a.m. – 12:15 p.m.

### Questions and Answers

12:15 – 1:15 p.m. Lunch (on your own)

1:15 – 2:10 p.m.

### Remedies

- Damages
- Specific Performance
- Injunction
- Quasi Contract
- Election of Remedies

S. Jamal Faleel, Fredrikson & Byron P.A., Minneapolis

2:10 – 3:05 p.m.

### Allocation of Risks

- Indemnity
- Exculpatory Clauses
- Guaranty
- Remedy Limitations
- Liability Limitations
- Choice of Law and Forum Selection

David M. Pederson, Wendland Utz, Ltd., Rochester  
Christopher C. Wendland, Wendland Utz, Ltd., Rochester

3:05 – 3:15 p.m. Break

3:15 – 3:45 p.m.

### Panel Discussion

Top 10 Dos and Don'ts / Frequently Encountered Problems and Solutions (generally) / Panel Regarding Specific Problems Practitioners Encounter in Different Areas of Law (and solutions) / 3 Biggest Drafting Issues / Most Litigated Types of Provisions and How to Avoid Such Litigation / Most Essential Provisions for Contracts

3:45 – 4:00 p.m.

### Questions and Answers

## 6 Introduction to Workers' Compensation Practice in Minnesota

8:30 – 8:45 a.m. Check-in and Continental Breakfast

8:45 – 9:00 a.m.

### Introduction & Overview

James A. Schaps, Course Chair, Hansen, Dordell, Bradt, Odlaug & Bradt PLLP, Saint Paul

9:00 – 9:30 a.m.

### Introduction to the Workers' Compensation System/Work-Related Injuries

Determining when workers' compensation law governs.

Lorrie L. Bescheinen, Borkon, Ramstead, Mariani, Fishman & Carp, Ltd., Minneapolis

9:30 – 10:30 a.m.

### Understanding the Benefit System

What benefits are available to injured workers? How are they calculated? How long do they last? How are they coordinated with other benefits? Special issues relating to each type of benefit.

Janet Monson, Aafedt, Forde, Gray, Monson & Hager PA, Minneapolis  
Michael G. Schultz, Sommerer & Schultz, LLC, Minneapolis

10:30 – 10:45 a.m. Break

10:45 – 11:15 a.m.

### The Benefit System – Case Illustrations

Examples illustrate available benefits in various cases.

Michael G. Schultz, Sommerer & Schultz, LLC, Minneapolis

11:15 a.m. – 12:15 p.m.

### Understanding Medical and Rehabilitation Benefits

Explaining the medical treatment standards and the managed health care system; Current issues in rehabilitation.

Janet Monson, Aafedt, Forde, Gray, Monson & Hager PA, Minneapolis  
Deborah K. Sundquist, Aafedt, Forde, Gray, Monson & Hager PA, Minneapolis

12:15 – 1:15 p.m. Lunch (on your own)

1:15 – 2:00 p.m.

### Navigating the Procedural Maze

An overview of the procedural process for bringing a workers' compensation claim, including matters determined at the Department of Labor & Industry and the Office of Administrative Hearings, and due process considerations for both admitted and denied claims.

Kathryn Hipp Carlson, Hipp Carlson Law PLLC, Minneapolis

2:00 – 4:30 p.m. (includes 15-minute break)

### How to Handle a Workers' Compensation Case from Beginning to End

A plaintiff and a defense lawyer walk through a hypothetical case, describing how they proceed for their clients.

#### Pretrial Practice and Administrative Conferences

Organizing case information; obtaining medical records; choosing the right doctors and chiropractors; obtaining medical opinions; depositing the doctor; using the permanency schedules; dealing with a QRC; presenting findings at administrative conferences.

#### Settlements

Judging the value of your case; dealing with opposing counsel; settlement tools, including mediation; documenting the settlement.

#### The Trial

Preparing for the trial; choosing the order of presentation; governing rules at trial; examining and cross-examining doctors and chiropractors; making the argument.

#### The Appeal

Choosing when to appeal; preserving the record for appeal.

Honorable Rolf Hagen, Office of Administrative Hearings, Saint Paul

Jeffrey W. Jacobs, Wilkerson & Hegna, PLLP, Edina

James A. Schaps, Hansen, Dordell, Bradt, Odlaug & Bradt PLLP, Saint Paul

## To Register:

**MAIL FORM TO:** Minnesota CLE  
2550 University Avenue West  
Suite 160-S  
St. Paul MN 55114

**FAX:** 651-227-6262

**ONLINE:** [www.minncle.org](http://www.minncle.org)

**CALL:** 651-227-8266 or 800-759-8840

## Dates and Locations

### How to Litigate a Case in Minnesota

#### LIVE PRESENTATION:

**Minneapolis – 3/3/11**  
**Minnesota CLE Conference Center**  
Seventh Street & Nicollet Mall  
Third Floor City Center, Minneapolis

#### VIDEO REPLAYS:

**Minneapolis – 3/17/11**  
**Minneapolis – 4/4/11**  
**MN CLE Conference Center**  
(registration 8:30; replay 9:00)  
Seventh Street & Nicollet Mall  
Third Floor City Center  
Minneapolis

**Duluth – 5/13/11**  
**Radisson Hotel Duluth—**  
**Harborview**  
(registration 8:30; replay 9:00)  
505 West Superior Street

**Mankato – 4/7/11**  
**Farrish Johnson Law Office**  
(registration 8:30; replay 8:45)  
Eastwood Industrial Centre  
1907 Excel Drive

**Moorhead – 6/2/11**  
**Moorhead Public Library**  
(registration 9:00; replay 9:15)  
118 Fifth Street South

**St. Cloud Area – 6/3/11**  
**Minnesota School of**  
**Business**  
(registration 8:30; replay 9:00)  
1201 Second Street South  
Waite Park

### Consumer Bankruptcy Basics

#### LIVE PRESENTATION:

**Minneapolis – 3/23/11**  
**Minnesota CLE Conference Center**  
Seventh Street & Nicollet Mall  
Third Floor City Center, Minneapolis

#### VIDEO REPLAYS:

**Minneapolis – 4/5/11**  
**MN CLE Conference Center**  
(registration 8:30; replay 9:00)  
Seventh Street & Nicollet Mall  
Third Floor City Center  
Minneapolis

**Duluth – 6/2/11**  
**Radisson Hotel Duluth—**  
**Harborview**  
(registration 8:30; replay 9:00)  
505 West Superior Street

**Mankato – 4/29/11**  
**Farrish Johnson Law Office**  
(registration 8:30; replay 8:45)  
Eastwood Industrial Centre  
1907 Excel Drive

**Moorhead – 6/13/11**  
**Moorhead Public Library**  
(registration 9:00; replay 9:15)  
118 Fifth Street South

**Rochester – 4/29/11**  
**Minnesota School of**  
**Business**  
(registration 8:30; replay 9:00)  
2521 Pennington Drive NW

**St. Cloud Area – 8/5/11**  
**Minnesota School of**  
**Business**  
(registration 8:30; replay 9:00)  
1201 Second Street South  
Waite Park

### Basic Will and Trust Drafting

#### LIVE PRESENTATION:

**Minneapolis – 4/5/11**  
**Minnesota CLE Conference Center**  
Seventh Street & Nicollet Mall  
Third Floor City Center, Minneapolis

#### VIDEO REPLAYS:

**Minneapolis – 4/19/11**  
**Minneapolis – 5/4/11**  
**MN CLE Conference Center**  
(registration 8:30; replay 9:00)  
Seventh Street & Nicollet Mall  
Third Floor City Center  
Minneapolis

**Crookston – 5/13/11**  
**Crookston Sports Center**  
(registration 8:30; replay 9:00)  
801 Fisher Avenue  
Community Room

**Duluth – 6/10/11**  
**Radisson Hotel Duluth—**  
**Harborview**  
(registration 8:30; replay 9:00)  
505 West Superior Street

**Mankato – 6/8/11**  
**Farrish Johnson Law Office**  
(registration 8:30; replay 8:45)  
Eastwood Industrial Centre  
1907 Excel Drive

**Moorhead – 5/11/11**  
**Moorhead Public Library**  
(registration 9:00; replay 9:15)  
118 Fifth Street South

**Rochester – 5/13/11**  
**Minnesota School of**  
**Business**  
(registration 8:30; replay 9:00)  
2521 Pennington Drive NW

**St. Cloud Area – 8/26/11**  
**Minnesota School of**  
**Business**  
(registration 8:30; replay 9:00)  
1201 Second Street South  
Waite Park

**Walker – 5/13/11**  
**Cass County Courthouse**  
(registration 8:45; replay 9:00)  
300 Minnesota Avenue  
Third Floor Jury Room

### How to Survive Your First Jury Trial

#### LIVE PRESENTATION:

**Minneapolis – 4/13/11**  
**Minnesota CLE Conference Center**  
Seventh Street & Nicollet Mall  
Third Floor City Center, Minneapolis

#### VIDEO REPLAYS:

**Minneapolis – 4/26/11**  
**MN CLE Conference Center**  
(registration 8:30; replay 9:00)  
Seventh Street & Nicollet Mall  
Third Floor City Center  
Minneapolis

**Duluth – 6/9/11**  
**Radisson Hotel Duluth—**  
**Harborview**  
(registration 8:30; replay 9:00)  
505 West Superior Street

**Mankato – 4/21/11**  
**Blethen, Gage & Krause**  
(registration 8:30; replay 8:45)  
127 Second Street South

**Marshall – 5/20/11**  
**Lyon County**  
**Government Center**  
(registration 8:30; replay 9:00)  
607 West Main Street  
Minneapolis

**Moorhead – 5/13/11**  
**Moorhead Public Library**  
(registration 9:00; replay 9:15)  
118 Fifth Street South

**St. Cloud Area – 9/9/11**  
**Minnesota School of**  
**Business**  
(registration 8:30; replay 9:00)  
1201 Second Street South

### Basic Contract Drafting

#### LIVE PRESENTATION:

**Minneapolis – 4/19/11**  
**Minnesota CLE Conference Center**  
Seventh Street & Nicollet Mall  
Third Floor City Center, Minneapolis

#### VIDEO REPLAYS:

**Minneapolis – 5/3/11**  
**Minneapolis – 5/19/11**  
**MN CLE Conference Center**  
(registration 8:30; replay 9:00)  
Seventh Street & Nicollet Mall  
Third Floor City Center  
Minneapolis

**Duluth – 6/23/11**  
**Radisson Hotel Duluth—**  
**Harborview**  
(registration 8:30; replay 9:00)  
505 West Superior Street

**Mankato – 6/16/11**  
**Farrish Johnson Law Office**  
(registration 8:30; replay 8:45)  
Eastwood Industrial Centre  
1907 Excel Drive

**Moorhead – 7/27/11**  
**Moorhead Public Library**  
(registration 9:00; replay 9:15)  
118 Fifth Street South

**St. Cloud Area – 9/16/11**  
**Minnesota School of**  
**Business**  
(registration 8:30; replay 9:00)  
1201 Second Street South  
Waite Park

### Intro to Worker's Comp Practice

#### LIVE PRESENTATION:

**Minneapolis – 5/11/11**  
**Minnesota CLE Conference Center**  
Seventh Street & Nicollet Mall  
Third Floor City Center, Minneapolis

#### VIDEO REPLAYS:

**Minneapolis – 5/26/11**  
**Minneapolis – 6/14/11**  
**MN CLE Conference Center**  
(registration 8:30; replay 9:00)  
Seventh Street & Nicollet Mall  
Third Floor City Center  
Minneapolis

**Duluth – 6/24/11**  
**Radisson Hotel Duluth—**  
**Harborview**  
(registration 8:30; replay 9:00)  
505 West Superior Street

**Mankato – 7/22/11**  
**Chesley, Kroon,**  
**Chambers & Harvey**  
(registration 8:30; replay 8:45)  
75 Teton Lane

**Moorhead – 6/23/11**  
**Moorhead Public Library**  
(registration 9:00; replay 9:15)  
118 Fifth Street South

## Course Information

### Credits

#### How to Litigate a Case in Minnesota

Minnesota CLE is applying to the Minnesota State Board of CLE for **6.25 standard CLE credits**.

#### Consumer Bankruptcy Basics

Minnesota CLE is applying to the Minnesota State Board of CLE for **6.25 standard CLE credits**.

#### Basic Will and Trust Drafting

Minnesota CLE is applying to the Minnesota State Board of CLE for **6.0 standard CLE credits**.

#### How to Survive Your First Jury Trial

Minnesota CLE is applying to the Minnesota State Board of CLE for **5.5 standard CLE credits** and to the MSBA for **5.5 civil trial specialist credits**. Attendees of this course may claim no more than 5.5 credits.

#### Basic Contract Drafting

Minnesota CLE is applying to the Minnesota State Board of CLE for **5.5 standard CLE credits**.

#### Introduction to Workers' Compensation Practice

Minnesota CLE is applying to the Minnesota State Board of CLE for **6.0 standard CLE credits**.

### Accommodation

If you have a disability and need an accommodation in order to attend any of these seminars, please contact us as soon as possible at 2550 University Avenue West, Suite 160-S, Saint Paul, MN 55114 or call us at 651-227-8266 or 800-759-8840.

### Cancellation Policy / No-Show Policy

Paid registrants who cancel their registration at least 72 hours before the program will receive a full credit on their account; if fewer than 72 hours, a \$25 administrative fee will be deducted. Paid registrants who fail to attend will receive the written materials. Passholders may purchase the course materials at 50% of the full retail price.

### Questions?

Call **651-227-8266** or **800-759-8840** or visit us online at [www.minncle.org](http://www.minncle.org).

## To Register



#### MAIL TO:

Minnesota CLE  
2550 University Ave. W. Suite 160-S  
St. Paul, MN 55114



#### FAX TO:

651-227-6262



#### GO ONLINE:

[www.minncle.org](http://www.minncle.org)



#### OR CALL:

651-227-8266 or 800-759-8840

PLEASE "✓" APPROPRIATE BOX(ES) BELOW:

**Tuition Rates**

- \$75 2010 Admittee (per course)
- \$135 Admitted after March 3, 2008 (per course)
- \$195 MSBA Member (per course)
- \$245 Standard Rate (per course)

*No other tuition discounts apply.*

**1 How to Litigate a Case in Minnesota** 187-11 | LMP

- LIVE PRESENTATION – 3/3/11 MINNEAPOLIS
- VIDEO REPLAY

Location \_\_\_\_\_ Date \_\_\_\_\_

**2 Consumer Bankruptcy Basics** 174-11 | CCD

- LIVE PRESENTATION – 3/23/11 MINNEAPOLIS
- VIDEO REPLAY

Location \_\_\_\_\_ Date \_\_\_\_\_

**3 Basic Will and Trust Drafting** 178-11 | LDO

- LIVE PRESENTATION – 4/5/11 MINNEAPOLIS
- VIDEO REPLAY

Location \_\_\_\_\_ Date \_\_\_\_\_

**4 How to Survive Your First Jury Trial** 176-11 | CCD

- LIVE PRESENTATION – 4/13/11 MINNEAPOLIS
- VIDEO REPLAY

Location \_\_\_\_\_ Date \_\_\_\_\_

**5 Basic Contract Drafting** 132-11 | VJO

- LIVE PRESENTATION – 4/19/11 MINNEAPOLIS
- VIDEO REPLAY

Location \_\_\_\_\_ Date \_\_\_\_\_

**6 Intro to Workers' Compensation Practice** 183-11 | CCD

- LIVE PRESENTATION – 5/11/11 MINNEAPOLIS
- VIDEO REPLAY

Location \_\_\_\_\_ Date \_\_\_\_\_

- Check here if address below is new.
- I have a MN CLE Season Pass<sup>SM</sup>. Pass # \_\_\_\_\_

Name (first) \_\_\_\_\_ (mi) \_\_\_\_\_  
(last) \_\_\_\_\_

Firm \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Attorney License No. (if applicable) \_\_\_\_\_

Profession, if non-attorney \_\_\_\_\_



Minnesota State Bar Association  
2550 UNIVERSITY AVE W #160-S, SAINT PAUL MN 55114  
Continuing Legal Education

DATED MATERIAL — PLEASE EXPEDITE!

Nonprofit Org.  
U.S. Postage  
PAID  
Minnesota Continuing Legal Education

**Program Materials** (available 5/18/11)

I cannot attend. Please send me the following:

<b>How to Litigate a Case in Minnesota</b> _____ copy(ies) of the materials at \$75 each.	Cost of book(s) \$ _____ Shipping/Handling \$ _____
<b>Consumer Bankruptcy Basics</b> _____ copy(ies) of the materials at \$75 each.	Subtotal \$ _____ Tax \$ _____
<b>Basic Will and Trust Drafting</b> _____ copy(ies) of the materials at \$75 each.	<b>TOTAL</b> \$ _____
<b>Basic Contract Drafting</b> _____ copy(ies) of the materials at \$75 each.	
<b>Intro to Workers' Compensation Practice</b> _____ copy(ies) of the materials at \$75 each.	

Materials for *How to Survive Your First Jury Trial* are not for sale.

COST OF ITEM(S)	S & H
\$25.01 – 50 .....	\$6
\$50.01 – 75 .....	\$7
\$75.01 – 100 .....	\$8
\$100.01 – 150 .....	\$9
\$150.01 – 250 .....	\$12
\$250.01 + .....	\$15
Expedited shipping available	
<b>TAX ON SUBTOTAL</b>	
Pick the appropriate tax based on where the book is received.	
Minneapolis, MN .....	7.775%
Saint Paul, MN .....	7.625%
Hennepin Co. (outside Mpls.) .....	7.275%
Ramsey Co. (outside St. Paul) .....	7.125%
Anoka, Dakota, Washington Co. .....	7.125%
All other MN .....	6.875%
Outside MN .....	exempt

**ENCLOSED IS \$ \_\_\_\_\_ BY:**

Check (payable to Minnesota CLE)  
 VISA     MasterCard     Discover     AmEx

Card No. \_\_\_\_\_ Exp. \_\_\_\_\_

Signature \_\_\_\_\_