

COURSE INFORMATION

Register online today at www.minncle.org

LIVE IN PERSON

Thursday, September 4, 2025
Minnesota CLE Conference Center
600 Nicollet Mall, Suite 370
Third Floor City Center, Minneapolis

ONLINE REPLAY

Tuesday, September 16, 2025
Monday, September 29, 2025
View online at www.minncle.org
A moderator will be available to answer questions by e-mail.

CREDITS

Minnesota CLE is applying to the Minnesota State Board of CLE for **5.0 standard CLE credits**. The maximum number of total credits attendees may claim is 5.0 credits.

SCHOLARSHIPS AVAILABLE

Minnesota CLE maintains a scholarship program for those with a financial need. For details or to obtain an application, contact customerservice@minncle.org.

ACCOMMODATION

If you have a disability and need an accommodation in order to attend this seminar, contact Minnesota CLE as soon as possible at **800-759-8840** or customerservice@minncle.org.

CANCELLATION / NO-SHOW POLICY

Paid registrants who cancel before the seminar will receive a refund upon request. Paid registrants who do not cancel and are unable to attend will retain access to the seminar materials through their Minnesota CLE website account.

QUESTIONS?

customerservice@minncle.org
www.minncle.org
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Minnesota Business Forms Deskbook

SEMINAR

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REGISTER ONLINE AT WWW.MINNCLE.ORG

For assistance, call Minnesota CLE at **800-759-8840** or email customerservice@minncle.org.

TUITION:

\$295 MSBA member rate

\$295 paralegal rate

\$345 standard rate

SEASON PASSHOLDERS:

- **Super Passholders** may attend the in-person seminar or an online replay at no charge.
- **In-Person Passholders** may attend the in-person seminar at no charge or an online replay for 50% off.
- **Online Passholders** may attend the in-person seminar for 50% off or an online replay at no charge.

NEW LAWYER DISCOUNT!

New lawyers who have been admitted to the bar less than 5 years receive a 50% discount.

SCHOLARSHIPS AVAILABLE

Minnesota CLE maintains a scholarship program for those individuals with a financial need. To obtain a scholarship application, contact customerservice@minncle.org.

JOIN THE MSBA AND PAY LESS FOR MINNESOTA CLE SEMINARS!

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Or for more membership advantages call 1-800-882-6722.

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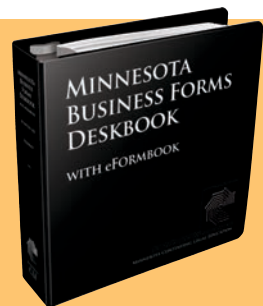
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COURSE MATERIALS

All attendees will receive a copy of the *Minnesota Business Forms Deskbook with eFormbook*. In-person attendees will receive a hard copy of the *Deskbook*, and online replay attendees will receive a 1-year subscription to the LinkedLaw version of the *Deskbook*.

Online replay attendees may purchase the hard copy *Deskbook* for \$100. Contact Minnesota CLE customer service at 800-759-8840 to order.



Minnesota Business Forms Deskbook

SEMINAR

All registrants receive a **FREE Deskbook!**

Details inside.



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Thursday, September 4, 2025

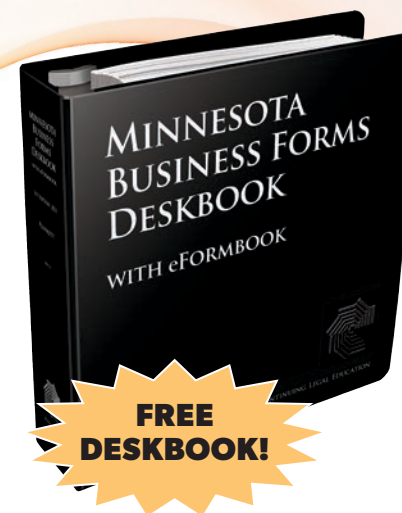


MINNESOTA CONTINUING LEGAL EDUCATION
Your Success Is Our Goal

Minnesota Business Forms Deskbook

SEMINAR

A Practical Guide to 74 Essential Forms and How to Use Them



FREE DESKBOOK!

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September 4, 2025

Minnesota CLE
Conference Center
Minneapolis

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Tuesday, September 16, 2025 or
Monday, September 29, 2025.

Join our faculty as they discuss the lifecycle of a business in Minnesota and the essential forms necessary at each stage.

The program begins with a focus on **business formation**, offering insights into internal governance concepts and common pitfalls to avoid. The next segment covers the **ongoing operations** of the business and its relationships with third parties, with an emphasis on risk mitigation strategies. The day concludes with contemplating various **exit strategies** and how to achieve client goals associated with the winding down or transferring of a business.

▶ All registrants receive a **FREE Deskbook!**

- All in-person attendees will receive a hard copy of the *Minnesota Business Forms Deskbook with eFormbook*.
- Online replay attendees will receive a 1-year subscription to the LinkedLaw version of the *Minnesota Business Forms Deskbook with eFormbook*.

THE SEMINAR

8:30 – 9:00 a.m.
CHECK-IN & CONTINENTAL BREAKFAST

9:00 – 9:30 a.m.
Establishing an LLC or a Partnership
– Molly A. Gherty

9:30 – 10:00 a.m.
Establishing a Corporation
– Nathan R. Snyder

10:00 – 10:15 a.m.
BREAK

10:15 – 10:45 a.m.
Employment Agreements
– V. John Ella

10:45 – 11:15 a.m.
Standard Terms & Conditions for Sale of Goods & Services
– Zachary J. Crain

11:15 – 11:45 a.m.
Tenant Lease Agreements
– Lucas J. Frasz

11:45 a.m. – 12:00 p.m.
Questions & Answers

12:00 – 1:00 p.m.
LUNCH BREAK (ON YOUR OWN)

1:00 – 1:30 p.m.
Establishing a Business
– Paul M. Floyd

1:30 – 2:00 p.m.
Financing a Business
– Sarvesh Desai

2:00 – 2:15 p.m.
BREAK

2:15 – 2:45 p.m.
Transferring a Business
– Heather L. Marx
Kristi A. Zentner

2:45 – 3:15 p.m.
Dissolution and Conversion
– Allison M. Plunkett

3:15 – 3:30 p.m.
Questions & Answers

THE FACULTY

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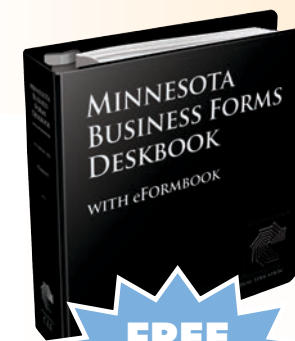
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FREE
for every
attendee!

THE DESKBOOK

Minnesota Business Forms Deskbook with eFormbook, 2024 Update

Editor: Allison M. Plunkett

The *Minnesota Business Forms Deskbook with eFormbook* is written and edited by experienced business law practitioners and includes 74 of their tried-and-true forms. The types of forms included are those that are used in establishing a business in general, LLCs, corporations, and partnerships; finance; employment; vendors and customers; transferring a business; dissolution; and conversion. Each form includes an overview of the form, an explanation of key provisions and potential pitfalls, a list of legal authorities, and a list of other relevant Minnesota CLE Deskbooks that provide a deeper dive into the topic. Most forms also include practice tips and author comments as well as optional text and descriptive variables to help you use and tailor the forms for your clients. The Deskbook also comes with the eFormbook feature! The forms discussed in the Deskbook are also available digitally for download via your Minnesota CLE website account.

An indispensable, practical guide for business law practitioners, this Deskbook will prove to be a valuable resource in your library!

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CAN'T ATTEND THE SEMINAR?

You can purchase the *Minnesota Business Forms Deskbook with eFormbook* for \$199 (plus tax) by calling Minnesota CLE at 800-759-8840 or 651-227-8266. Available in hardcopy. Orders will be fulfilled after the seminar.