Better Legal Writing
a 60 minute CLE webinar sponsored by the ABA Government and Public Sector Lawyers Division

Tuesday, July 25, 2019
1:00 - 2:00 PM Eastern • 12:00 - 1:00 PM Central
11:00 AM - 12:00 PM Mountain • 10:00 - 11:00 AM Pacific
Registration closes on July 24, 2019 at 5PM Eastern

PROGRAM DESCRIPTION
A well-written legal document is one of the most important tools in a lawyer’s arsenal. The goal is to create a clear and concise document that is easily understood. This session will teach five vital tips for improving writing including planning and organizing, being succinct, eliminating legalese, avoiding passive voice, and reading, reviewing, and revising.

Program faculty: Greg Brooker, Assistant U.S. Attorney, Minneapolis, MN; Regina Nassen, Assistant County Attorney, Pima County, Tucson, AZ; Timothy L. Nemecek, Supervising Administrative Law Judge, Colorado Department of Personnel and Administration, Denver, CO; Liani Reeves, Bullard Law, Portland, OR.

TUITION
— $140 General Public
— $115 ABA Members (this rate includes FREE one year GPSLD membership!)
— $85 Government Attorneys
— $75 Government & Public Sector Lawyers Division Members
— $50 Each additional registrant using the same phone line
— $15 Law Students
— $85 Government Attorneys
— $50 Each additional registrant using the same phone line
— $15 Law Students

All participants must register for the program. Please mark the number of registrants in each tuition category. Meeting code: GD72519.

*Visit www.governmentlawyer.org to join the Government and Public Sector Lawyers Division and save on this CLE and others. Join the ABA for a discount on this program and other ABA products and services: http://apps.americanbar.org/join/.

PAYMENT
We encourage you to register using the online registration link at www.governmentlawyer.org. If you are unable to register online, please use this form to register by mail. In order to protect your credit card information, we will no longer accept credit card payments via email or fax.

— Enclosed is a check payable to the American Bar Association
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Please mail completed form to Alison Hill:
American Bar Association
Government and Public Sector Lawyers Division
1050 Connecticut Avenue, NW, Suite 400
Washington, DC 20036

The ABA will seek 1 hour of general CLE credit in 60-minute states and 1.2 hours of CLE credit in 50-minute states. Credit hours granted are subject to each state’s approval and credit rounding rules. Please visit the registration link on our homepage (www.governmentlawyer.org) for program CLE details or visit www.americanbar.org/mcle for general information on CLE at the ABA.

Financial scholarship applications are available for this program. To request an application or receive additional information, contact Alison Hill at alison.hill@americanbar.org or 202-662-1024.

REGISTRATION INFORMATION
Name: _________________________________________
Title: __________________________________________
Office: _________________________________________
Address: _______________________________________
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You must provide a valid email address to receive dial-in information, CLE documents, and program materials. Please contact Alison Hill if you have not heard from the Division by July 19. Due to security settings in some offices, email communications are sometimes blocked.

QUESTIONS?
Please contact Alison Hill at alison.hill@americanbar.org or 202-662-1024.

Cancellations: The Government and Public Sector Lawyers Division regrets that cancellations cannot be accommodated. However, upon notification to the Division, a substitute will be permitted to take the place of a registrant.

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