Presented by the American Bar Association’s Government and Public Sector Lawyers Division

Expert panelists will provide practical information and strategies to sharpen your ethics knowledge, deposition, and writing skills at this interactive CLE conference. Attendees will participate in exercises with faculty guidance.

Writing Skills  
9:00-10:00am

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 to improve writing skills and attendees will try their hand at editing short pieces of legal writing.

Ethical Red Flags for Government Lawyers  
10:15am-12:15pm

This program focuses on the unique ethical issues confronted by government lawyers using an entertaining, interactive format. Expert panelists dramatize illustrative hypothetical scenarios followed by a discussion session after each hypo. Program topics include: special conflicts of interest for former and current government lawyers; duties to former clients; responsibilities of supervisory lawyer; organization as a client, and more.

Deposition Skills  
2:00-4:00pm

Session topics include: elicitng exhaustive answers and obtaining admissions; dealing with disruptive counsel; knowing when and how to object; theory testing and using exhibits. Break-out groups will role play portions of a deposition to encourage experiential learning.
CLE SESSIONS + REGISTRATION FEES

- Writing Skills: 9:00am-10:00am, $30.00
- Ethical Red Flags for Government Lawyers: 10:15am-12:15pm, $35.00
- Deposition Skills: 2:00pm-4:00pm, $35.00

REGISTRATION INFORMATION

Space is limited—register today!

Name: _______________________________________
Title: ________________________________________
Office: _______________________________________
Address: _____________________________________
City:___________________ State:_____ Zip:________
Telephone: ___________________________________
Fax: _________________________________________
Email: _______________________________________

You must provide a valid email address to receive CLE credit

___ Please check here if you need special assistance due to a disability. The Division requires 3 weeks notice for accommodations.

PAYMENT

Please fax the completed form (202-662-1751) or send by regular mail. You can also call Alison Hill at 202-662-1024 or 1-800-238-2667 ext. 1024 if you would like to process your credit card payment over the phone. In order to protect your credit card information, we no longer accept credit card payments via email.

___ Enclosed is a check payable to the American Bar Association
___ Please charge $______ to my Visa / MC / American Express  
   (CIRCLE ONE)
   Card Number: ________________________________
   Expiration Date: ______________________________
   Name of Cardholder
   (if different from above):______________________
   Signature: ________________________________
   Date: ________________________________________

*There are a limited number of financial scholarships available for these sessions. For further information, please contact Alison Hill at 202-662-1024 or alison.hill@americanbar.org.

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

Please send completed form to Alison Hill:
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FAX: 202-662-1751

CLE accreditation is being sought for this program on a limited basis. Specifically, the ABA will be seeking accreditation for this program in CA, IL, NY, and NV only. States sometimes do not approve a program for credit before the program occurs. This course is expected to qualify for 5.0 CLE credit hours including 2 hours of ethics credit in 60-minute states, and 6 CLE credit hours including 2.4 hours of ethics credit in 50-minute states. This transitional program is approved for both newly admitted and experienced attorneys in NY. Attorneys may be eligible to receive CLE credit through reciprocity or attorney self-submission in other states. For more information about CLE accreditation in your state, visit www.americanbar.org/mcle or contact Alison Hill at alison.hill@americanbar.org.