



SIGN  
ME UP!

# REGISTRATION FORM

USE A SEPARATE FORM FOR EACH REGISTRANT

**DEADLINE: JUNE 13, 2014**

*For advance registration, complete this Registration Form and the Course Selector on the reverse side.  
Keep a photocopy for your records and mail or fax this form before the **June 13** deadline.  
Fees Increase After June 13*

## REGISTER

For registration information call (415) 538-2508.

**ONLINE AT:** [www.calbar.org/solosummit](http://www.calbar.org/solosummit)

**BY FAX:** (415) 538-2368

*Registrations with credit card payments only.  
If advance registration form is faxed, do not  
mail the original form. Fax registrations  
cannot be confirmed by telephone, but you will  
receive an email confirmation.*

**BY MAIL:** Program Registrations/Solo Summit  
The State Bar of California  
180 Howard Street, San Francisco CA 94105



Special Needs or Assistance Call (415) 538-2242

CA State Bar Number \_\_\_\_\_

Email (required) \_\_\_\_\_

Name \_\_\_\_\_

Firm \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_

Non-Lawyer Spouse/Guest Name \_\_\_\_\_

If your spouse/guest is not an attorney, registration is complimentary. If your spouse/guest is an attorney he or she must complete a separate form and pay the registration fee.

Your contact information may be released to other attendees/sponsors/exhibitors. Check here if you do not want your contact information released.

## GROUP DISCOUNT

SAVE when you send multiple staff from the same office. Register two or more people and receive \$25 off the pre-registration fee for each registrant. Everyone in the "group" must register at the same time to qualify. Call (415) 538-2508 for further information. Not available for online registration.

## REGISTRATION FEE

Registration fee includes admission to education programs, program materials, continental breakfast (Friday/Saturday) and lunch (Thursday/Friday).

*The State Bar of California is a State Bar of California approved MCLE Provider.*

	Registration Fee if Received by June 13	Fee if Received After June 13 and On-site
<input type="radio"/> Attorney	\$375	\$475
<input type="radio"/> Paralegal and other non-attorney legal professional	\$300	\$400

## REGISTRATION PAYMENT

Registration fees may be paid by check, VISA or MasterCard (no other credit cards will be accepted.) Make checks payable to The State Bar of California.

Total Amount Enclosed  
or to be Charged for Registration Fees \$ \_\_\_\_\_  
 My check is enclosed OR  Charge my VISA or MasterCard  
Select one  VISA  MasterCard

Account Number \_\_\_\_\_

Exp Date \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

## REFUNDS/CANCELLATIONS

Registration and/or ticket refund requests **MUST BE IN WRITING AND BE RECEIVED BY THE STATE BAR** by June 13, 2014, and are subject to a \$50 service charge. Refunds are not available after June 13.



## COURSE SELECTOR

Your Name \_\_\_\_\_ Bar # \_\_\_\_\_

Use this form to select the events and education courses that you plan to attend. Keep a copy for your records.

### Thursday, June 19, 2014

#### 11:30 AM - 1:00 PM

- [1] Opening General Session and Lunch: Building A Lifestyle Law Firm®: How To Get More Referrals And Increase Your Revenues

#### 1:15 PM - 2:15 PM (Choose One)

- [2] Mistakes Lawyers Make When They're Desperate for Business
- [3] Honing Your Client Intake Skills to Avoid Practice Challenges
- [4] The Paperless Office: Using Technology to Make Your Office More Efficient and Mobile

#### 2:30 PM - 3:30 PM (Choose One)

- [5] Complex Issues with the Attorney-Client Privilege
- [6] The Business of Law
- [7] The Life Cycle of Insurance: What Do You Need and When Do You Need It

#### 3:45 PM - 4:45 PM (Choose One)

- [8] Dealing with Difficult Clients While Maintaining Your Professional Responsibility
- [9] Business Practicalities That Get Small Legal Practices Into Trouble
- [10] Employment/Independent Contractor Distinctions: Help Clients (And Your Firm) Minimize Liability

#### 5:00 PM - 6:00 PM

- [11] General Session and Wrap Up: How To Double Your Revenues By Fixing Your Intake and Lead Conversion System

#### 6:00 PM - 7:00 PM

- [12] Wine and Cheese Reception

### Friday, June 20, 2014

#### 8:30 AM - 10:00 AM

- [13] Continental Breakfast & General Session: How to Use the Power of Social Media to Drive Highly Qualified Leads to Your Law Firm

#### 10:15 AM - 11:15 AM (Choose One)

- [14] Client Trust Accounting Fundamentals
- [15] Health Care Reform for Solo and Small Firms
- [16] Ten Things a Small Firm Owner Should Never Do

#### 11:30 AM - 1:00 PM

- [17] Friday Lunch Program: Junior Associate to Senior Partner: Confidentiality, Privacy and Technology Governance

#### 1:15 PM - 2:15 PM (Choose One)

- [18] Top 10 Tips and Traps of Managing Employees OR What You Don't Know Can Hurt You

- [19] Litigated to Death: How to Sue and Defend the Dead
- [20] Anatomy of Personal Injury Case

#### 2:30 PM - 3:30 PM (Choose One)

- [21] All About Child and Spousal Support - Establishing, Modifying and Terminating
- [22] Professional Responsibility Traps for the Unwary Solo and Small Firm Practitioner
- [23] Tax Problems Facing Small Businesses

#### 3:45 PM - 5:00 PM

- [24] General Session and Wrap Up: Content Marketing and Blogging for Lawyers: How to Position Yourself as an Industry Thought Leader

### Saturday, June 21, 2014

#### 7:30 AM - 8:30 AM

- [25] Continental Breakfast - MyCase?

#### 8:30 AM - 9:30 AM (Choose One)

- [26] Trust Administration 101
- [27] Criminal Law 101: Maneuvering Around the Court With Your First Case
- [28] Introduction to and Recent Developments in IP Law

#### 9:45 AM - 10:45 AM (Choose One)

- [29] Social Media Evidence: How to Obtain, Use and Present Evidence Ethically

- [30] Introduction of Evidence in Court: Exhibits, Foundation and Other Evidentiary Issues
- [31] The Year In Review: An Overview of Recent Employment Law Cases

#### 11:00 AM - 12:00 PM (Choose One)

- [32] Leveraging Technology to Beat the Big Guys in the Discovery Game
- [33] Trial Publicity: Beyond the Headlines, What Can You Ethically Say About Your Big Case?
- [34] Bankruptcy and Dissolution