



REGISTRATION FORM

USE A SEPARATE FORM FOR EACH REGISTRANT

SIGN ME UP!

DEADLINE: JUNE 9, 2016

For advance registration complete this Registration Form and the Course Selector on the next page.

*Keep a photocopy for your records and mail or fax this form before the **June 9** deadline. Fees Increase After June 9.*

REGISTER

For registration information call (415) 538-2508.

ONLINE AT: 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

CA State Bar Number _____

Name _____

Firm _____

Address _____

City/State/Zip _____

Phone _____

Email _____

(Required for email confirmation)

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

Primary Practice Area _____

Firm/Practice Size: 5 attys 6-50 attys 51+attys

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 \$ _____

Select one VISA MasterCard

Account Number _____

Expiration Date _____

Cardholder's Name _____

Cardholder's Signature _____

REGISTRATION FEE

Registration includes admission to education programs, program materials, continental breakfast and lunch. (For Paid Registrants Only).

	Registration Fee if Received by June 9	Fee if Received After June 9 and On-site
<input type="radio"/> Attorney	\$425	\$525
<input type="radio"/> Paralegal and other non-attorney legal professional	\$425	\$525

REFUNDS/CANCELLATIONS

Registration refund requests **MUST BE IN WRITING AND BE RECEIVED BY THE STATE BAR OF CALIFORNIA** no later than June 9, 2016 and are subject to a \$50 cancellation fee. Refunds are not available after June 9.

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



Special Needs or Assistance Call (415) 538-2242



COURSE SELECTOR

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 16, 2016

11:30 AM - 1:00 PM

- [1] Opening General Session and Lunch

1:15 PM - 2:15 PM

- [2] Social Media & Ethics
- [3] What Notorious Characters Teach About Confidentiality and Privilege
- [4] Strategic Considerations for Business Succession: Planned and Unplanned

2:30 PM - 3:30 PM

- [5] Settlement is Awesome—Don't Mess It Up!
- [6] Build a Vibrant Law Firm Before Things Get Complicated!
- [7] Tech Tock, Tech Tock: Social Media and the Countdown to Your Ethical Demise

3:45 PM - 4:45 PM

- [8] Taking the Next Step—Evolving from Solo to Small Firm
- [9] Taking the Leap: When to Hire Employees, and How to Make it Work
- [10] Getting Paid: The Relationship Between Your Billings and Fee Agreements

5:00 PM - 6:00 PM

- [11] General Session and Wrap Up

6:00 PM - 7:00 PM

- [12] Opening Night Reception

Friday, June 17, 2016

8:30 AM - 9:30 AM

- [13] General Session and Continental Breakfast—Social Media Strategy: Using Facebook and LinkedIn to Get More Referrals

9:45 AM - 10:45 AM

- [14] Practical Tips on Locating Insurance for Your Law Practice
- [15] Let's Make a Deal: The Ethics of Negotiation
- [16] Law Office Technology—Interesting and Useful Tools

11:00 AM - 12:00 PM

- [17] Data Security and Privacy for Solo and Small Law Firms
- [18] ABC's of Arbitration and Mediation—A Basic Primer on How to Do Them
- [19] Sexual Harassment in the Workplace—What Every Employer Needs to Know in 2016—A Plaintiff and Defense Perspective

12:15 PM - 1:15 PM

- [20] Friday Lunch Program—Guess Who's Coming to Court

1:30 PM - 2:30 PM

- [21] Ten Tips to Run Your Firm Well, Profitably, and Ethically
- [22] It Takes All Kinds: The Ethics of Dealing with Difficult Personalities
- [23] Social Media and Reputation Management for Small Law Firms

2:45 PM - 3:45 PM

- [24] Client Trust Accounting
- [25] What Litigators Wish Transactional Lawyers Knew
- [26] The Basics of Litigating Internal Trust Matters

4:00 PM - 5:00 PM

- [27] General Session and Wrap Up

Saturday, June 18, 2016

8:00 AM - 8:30 AM

- [28] Continental Breakfast Available (no program)

8:30 AM - 9:30 AM

- [29] Getting it Right: Private Workplace Policies and Handbooks and Ethical Guidelines
- [30] Spotting Hidden IP in Your Law Practice
- [31] Courtroom Etiquette and Demeanor

9:45 AM - 10:45 AM

- [32] Legal Advertising in Cyberspace and Social Media: Ethical Implications
- [33] Tax Tips for Law Firms
- [34] Starting a High Volume Law Firm & How to Manage the First Few Months

11:00 AM - 12:00 PM

- [35] Rule 3-110 and Substance Abuse: A Judicial Perspective
- [36] What To Do When a Bankruptcy Case Falls On Your Desk
- [37] Family Law, A Holistic Approach