



WSBA

Family Law Skills Training Institute

For the Beginner and Other Practitioners New to Family Law

Proudly Sponsored by the WSBA Family Law Section

Family Law Nuts 'N Bolts

Tips for preparation of the case and the client for your day in court.



Friday, April 27 – Saturday, April 28, 2012

At the

Chelan County Courthouse

350 Orondo Avenue

Wenatchee, WA

9.75 CLE Credits for Washington Attorneys including .75 Ethics Credits

Save the Date: 2012 Family Law Midyear

June 22-24

Convention Center, Ocean Shores, WA

Schedule & Topics

Day One

- 8:15 a.m. Check-in and walk in registration, distribution of course materials, coffee and pastries.
- 8:30 a.m. **Welcome and introductions by Chair(s)**
- 8:45 a.m. **Opening the File**
The initial client interview and determination of whether to accept the case and client; identification and discussion of the issues, goals and strategies; fee agreements.
- 9:30 a.m. **Obtaining Information and Documents**
Requests and checklists for the client, discovery from the other party, requesting information from other entities.
- 10:15 a.m. **Break**
- 10:30 a.m. **Working with Experts**
Tips and best practices for working with appraisers, evaluators, actuaries, guardians ad litem, and other professionals.
- 11:15 a.m. **Professionalism and Ethics, in the Courtroom and Out**
Rules of professional conduct, courtroom conduct and demeanor, communication with opposing counsel and parties.
- 12:00 p.m. **Lunch On Your Own** – Enjoy one of the many local restaurants
- 1:30 p.m. **Presenting the Case to the Court: Motions, Settlement Conferences, and Trials**
Preparing and presenting the pleadings and other materials; preparing the client and witnesses.
- 2:15 p.m. **Drafting Good Declarations**
A critical part of advocacy is the witness statements submitted in declaration form. This session will include discussion of the technical requirements for valid sworn statements and drafting tips.
- 3:00 p.m. **Break**
- 3:15 p.m. **Presenting Your Case – Do's and Don'ts of Motion Practice**
The do's and don'ts of effective presentation and argument of a motion.
- 4:00 p.m. **Small Group Meetings in Preparation for Mock Hearing Exercises**
Participants will be broken into groups and assigned roles for the following day's mock hearing exercises. Experienced family law practitioners will assist with preparation.
- 4:45 p.m. **Adjourn for the Day**

Day Two

- 9:00 a.m. **Small Group Assembly and Final Preparation for Mock Hearings**
- 9:30 a.m. **Mock Hearing Exercises and Critiques**
- 12:15 p.m. **Conclusion and Program Wrap-Up**
Commentary and feedback on the mock hearing exercises.
- 1:00 p.m. **Complete Evaluation Forms and Adjourn**



WSBA

Please register me for the Family Law Skills Training Institute at the Chelan County Courthouse in Wenatchee, Washington on Friday, April 27 and Saturday, April 28, 2012.

Seminar Registration:

First Name: _____ M.I.: ____ Last Name: _____
WSBA No.: _____ Firm/Company Name: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
Email: _____

We are going Green! All course materials will be provided in electronic format with each registrant receiving a CD of the course materials at check-in. If you do not have a laptop available for use at the program, please email Jean Cotton at walawj99@yahoo.com and the materials will be emailed to you by April 25, 2012.

For new lawyers admitted to the bar for less than four years:

\$75 for Section members NLEG120427

\$100 for non-members* (Includes fee to join the section) NLEG120427

For lawyers admitted to the bar for four years or more:

\$225 for Section members NLEG120427

\$250 for non-members* (Includes fee to join the section) NLEG120427

*Join the Family Law Section for \$30 and receive these benefits:

- Discounted tuition for the Family Law Skills Training Institute
- Discounted tuition for the Family Law Midyear in June 2012
- Other member benefits including Forms and Resources, Family Law E-mail list, Newsletter, Hotsheet, Fax Polls, Contacts and more
- To join the Section, go to <http://www.wsba.org/lawyers/groups> and click Family Law

NOTE: POWERPASSES MAY NOT BE USED TO REGISTER FOR THIS PROGRAM.

Payment Information:

Check enclosed payable to WSBA Family Law Section Visa MasterCard
Card No. _____ Exp. Date _____
Cardholder Name (print) _____
Authorized Signature _____

Register: •Internet: Register online at

<http://www.mywsba.org/Default.aspx?tabid=247&action=MTGProductDetails&args=6892?>

By Mail: WSBA, 1325 4th Avenue, Suite 600, Seattle, WA 98101-2539.

• **By Phone:** 800-945-WSBA or 206-443-WSBA with credit card and registration form in hand.

• **Fax:** 206-727-8324 Include credit card information.

• **Walk-In Registration**

Payment Policies:

Payment: Individual registrants must use a separate form, however, payment may be made with a single check or credit card for multiple parties.

Note: Please keep a copy of this brochure for your records.

Refunds: Registration fees may be refunded, less \$25 for handling, for written cancellations post-marked or faxed by 5 p.m., up to 3 business days before the seminar. No refunds after that date, but you will receive the course materials. Canceled registrations may not be transferred to other seminars. You may send a substitute (e.g., someone from your firm) in lieu of canceling.

Office Use Only

Date _____ Check # _____ Total \$ _____