



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 15 – Saturday, April 16, 2011

At the Historic

Grays Harbor County Courthouse

120 W. Broadway

Montesano, WA

9.75 CLE Credits for Washington Attorneys including .75 Ethics Credits

Save the Date: 2011 Family Law Midyear

June 17-19

Davenport Hotel, Spokane

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 Grays Harbor County Courthouse in Montesano, Washington on Friday, April 15 and Saturday, April 16, 2011.

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 on April 14, 2011.

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

\$75 for Section members NLEG110415

\$100 for non-members* (Includes fee to join the section) NLEG110415

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

\$225 for Section members NLEG110415

\$250 for non-members* (Includes fee to join the section) NLEG110415

*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 2011
- 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=90&action=MTGProductDetails&args=6044>

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 \$ _____

Lodging and Directions

Located in Montesano, Washington, the Grays Harbor County Courthouse is approximately 30 minutes from Olympia, 10 minutes from Elma, or 20 minutes from Aberdeen on State Route 12.

From Olympia and cities north: Take Exit 108 off of I-5 onto State Route 8 heading west toward Aberdeen. Travel approximately 33 miles. You will pass the towns of McCleary and Elma where the highway becomes to State Route 12, continuing on until you come to the Montesano/Raymond exit. At the foot of the exit turn right onto Main St., cross over the railroad tracks and continue through the traffic light (Pioneer St) up the hill two blocks to Broadway. Turn left on Broadway. The Courthouse will be on your right.

From Centralia and cities south: Take Exit 88-B off of I-5 onto State Route 12 heading west toward Aberdeen. Travel approximately 20 miles on this two-lane highway to Elma where State Route 12 becomes a freeway at its junction with State Route 8. Continue westbound on State Route 12 toward Aberdeen for another 10 miles until you come to the Montesano/Raymond exit. Turn left and proceed as above .

From Aberdeen, take State Route 12 east toward Olympia for approximately 10 miles. Exit on the Montesano / Raymond exit. Turn left and proceed as above.

Free Parking is available at the Courthouse on the street (2 hour limit) or in the parking lot (free all day) located at the corner of Broadway and Fleet Streets



Nearby Lodging:

Monte Square Motel - 100 Brumfield Ave Ste 8 Montesano, WA 98563 Phone: 360-249-4424

Abel House Bed and Breakfast - 117 Fleet St S Montesano, WA 98563 Phone: 360-249-6002

Microtel Inn & Suites (Wyndham Worldwide family) – 800 E. Main St., Elma, WA 98541 Phone: 360-482-6868

GuestHouse Inn & Suites - 701 E. Heron, Aberdeen, WA 98520 Phone: 360-537-7460

Red Lion Hotel – 2300 Evergreen Park Drive SW, Olympia, WA 98502 Phone: 360-943-4000