Phone/Audio Streaming Programs

Phone/Audio Streaming Program Details

CLE CREDIT: 1.0 Hour for each program**
TIME: See individual program information.
TUITION: $80 per program
**Co-sponsored with WebCredenza

WHAT IS A PHONE/AUDIO STREAMING PROGRAM?
Phone Programs are LIVE, interactive audio discussions of timely subjects that you can receive in your office, your home or wherever you can place a phone call or have access to the Internet. Because Phone/Audio Streaming Programs are live for State Bar MCLE purposes, there is no limit on the number of Phone/Audio Streaming Programs you may take per year.

WHY WOULD I WANT TO REGISTER FOR A PHONE/AUDIO STREAMING PROGRAM?
Convenience! Stay current on law and practice issues without leaving your office. Phone/Audio Streaming Programs save you time and travel.

WILL I BE ABLE TO ASK QUESTIONS?
Phone participants will be prompted to ask questions of the faculty at the conclusion of the program. Streaming participants can post questions at anytime during the program. They will be addressed by the moderator before signing off.

HOW DO I CONNECT WITH A PHONE/AUDIO STREAMING PROGRAM?

Calling in: Use any phone. After you register for a program, you will be provided a special toll-free number to call on the day of the program. When you call the number, you will be connected to the program. Your call-in information and instructions will be available in your online learning account at www.ncbar.org/CLE. Once logged in, click on “My Classroom,” then the “My Courses” tab and find the program title you are attending.

Audio Streaming: Use any device that has access to the Internet. On the day of the program log into the NCBA CLE Online Learning Center at www.ncbar.org/CLE (click “Log In” located in the top right corner). Once logged in, click “Your Classroom” and find the program title you are attending. Click “Launch Web Event” button and a new window will open your audio streaming screen.

August Phone/Audio Streaming Programs

Planning with GRATS | #634TWC
Tuesday, August 1, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
Grantor Retained Annuity Trusts (GRATS) are irrevocable trusts that are often effective vehicles for transferring wealth, including a closely held business, between generations of a family without triggering gift tax and with generally low risk. This program provides a guide to the mechanics of GRATS, their asset transfers and payments, drafting their most essential provisions, and planning to avoid successful challenge by the IRS.

LLC Boards: Powers, Duties, Liability and How They’re Not Corporate | #634TW2
Wednesday, August 2, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
Everyone has an intuitive sense of corporate boards of directors; their functions and powers. Transporting those notions to LLC boards of members, however, can lead to problems, overstating and understating their powers. This program provides a guide to how LLC boards of members work, the sources of their powers, their functions and how they can be modified.

Understanding and Drafting Ground Leases--Part 1 | Live Replay from September 27, 2016 | #634TW3
Thursday, August 3, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
The program explains underlying logic and economics of ground leases, essential provisions of a ground lease, understanding rent on ground leases, lender protections, ownership of improvements, and condemnation issues.

Understanding and Drafting Ground Leases--Part 2 | Live Replay from September 28, 2016 | #634TW4
Friday, August 4, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
The program explains underlying logic and economics of ground leases, essential provisions of a ground lease, understanding rent on ground leases, lender protections, ownership of improvements, and condemnation issues.

Trusts and Distributions: All About Non-Pro Rata Distributions | Live Replay from March 1, 2017 | #634TW5
Monday, August 7, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
This program provides detailed coverage of the non-pro rata distribution provisions of trusts. It covers distributive mechanics, how the mechanisms may be drafted, income and transfer tax issues, spousal allocations, and other issues.
It also covers the integration of distributions with other marital and credit shelter trusts. Tax planning for multi-generational distributions and planning for modification of these provisions over time is also covered.

**Lawyer Ethics in Employment Law** | #634TW6

**Tuesday, August 8, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour Ethics/Professional Responsibility**

This program provides a real-world guide to identifying ethics issues in employment practice, assessing risks, and avoiding ethics complaints and liability. Among other topics, the program covers ethics in employment litigation, issues in pre-trial investigations including social media, confidentiality of sensitive personnel issues, conflicts of interest and waivers, and ethics in discovery practice.

**Tricks and Traps of Tenant Improvement Money** | #634TW7

**Wednesday, August 9, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

This program discusses tenant improvement money provided by landlords to commercial tenants. The program also discusses how the amount is negotiated and determined, how the funds may be used, drafting implications for the underlying lease, lien issues and more.

**Buy-Sell Agreements–Part 1** | Live Replay from June 21, 2016 | #634TW8

**Thursday, August 10, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

The program covers the different types of these agreements, including redemptions, valuation and triggering events, rights of first offer versus first refusal, how to finance these sales, special issues related to S-corps, major tax issues, and more.

**Buy-Sell Agreements–Part 2** | Live Replay from June 22, 2016 | #634TW9

**Friday, August 11, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

The program covers the different types of these agreements, including redemptions, valuation and triggering events, rights of first offer versus first refusal, how to finance these sales, special issues related to S-corps, major tax issues, and more.

**Drafting Trusts to Limit Fiduciary Liability** | #634T10

**Tuesday, August 15, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

This program discusses how trusts can be structured and drafted to reduce fiduciary liability. The program covers choice of law, the choice and types of trustees, allocation of powers, and the use of trust protectors. The program also covers risk management in trust management.

**Estate Planning for Real Estate–Part 1** | Live Replay from June 28, 2016 | #634T11

**Wednesday, August 16, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

The program covers the special challenges of real estate in estate planning, including planning for illiquidity and uncertain valuations, lifetime giving and asset protection, valuation discounts, charitable giving, transferring family properties, and much more.

**Estate Planning for Real Estate–Part 2** | Live Replay from June 29, 2016 | #634T12

**Thursday, August 17, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

The program covers the special challenges of real estate in estate planning, including planning for illiquidity and uncertain valuations, lifetime giving and asset protection, valuation discounts, charitable giving, transferring family properties, and much more.

**Lawyer Ethics and Texting** | Live Replay from January 20, 2017 | #634T13

**Friday, August 18, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour Ethics/Professional Responsibility**

Like email before it, texting has become mainstream. Clients often ask for and get the mobile numbers of their attorneys and want to communicate with their clients in that way. Clients often think that it’s private and a way to get an immediate response from their attorneys. But there are several ethical issues in texting with clients including confidentiality, the ability to competently advise a client in short messages, the potential loss of the attorney-client privilege and more. This program discusses ethical issues in the new world of attorneys and clients texting each other.

**Structuring and Drafting for Asset-based Financing–Part 1** | #634T14

**Tuesday, August 22, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

Asset-based loans are an essential source of capital for most companies. Based on a company’s inventory, receivables, equipment or other property, these loans provide capital for growth and liquidity for ongoing operations. When unsecured borrowing is unavailable because of a tight credit market, asset-based loans are often the only source of capital available to a company. This two-part program provides a real-world guide to structuring, documenting and reviewing an asset-based loan and a discussion of the rights and remedies of creditors and debtors when a loan goes bad.

**Structuring and Drafting for Asset-based Financing–Part 2** | #634T15

**Wednesday, August 23, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

Asset-based loans are an essential source of capital for most companies. Based on a company’s inventory, receivables, equipment or other property, these loans provide capital for growth and liquidity for ongoing operations. When unsecured borrowing is unavailable because of a tight credit market, asset-based loans are often the only source of capital available to a company. This two-part program provides a real-world guide to structuring, documenting and reviewing an asset-based loan and a discussion of the rights and remedies of creditors and debtors when a loan goes bad.

**Easements in Real Estate** | #634T16

**Thursday, August 24, 2017, 1:00-2:00p**

**CLE Credit: 1.0 Hour**

This program discusses the substantive law of easements and their impact on real estate transactions. The program covers reviewing and drafting easements, filing requirements and title issues, the economics of easements and their impact on transactions generally.
Estate Planning for Digital Assets | Live Replay from February 10, 2017 | #634T17
Friday, August 25, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
Some of the most important assets people have are not tangible. These assets include online assets like music and videos, blogs, award programs from banks and airlines, credentials for accessing bank, investment and retirement accounts, and so much more. Accessing and transferring these assets are governed by disparate rules, often difficult to find and implement. This program provides a practical guide to trust and estate planning for digital assets.

BDITs (Beneficiary Defective Inheritor’s Trusts): Reducing Taxes, Retaining Control | Live Replay from March 29, 2017 | #634T18
Monday, August 28, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
Beneficiary Defective Inheritor Trusts (BDITs) are irrevocable trusts that offer tax, creditor protection and control benefits. They involve a complex set of transfers among the trust, the beneficiary and a nominal third party. When properly drafted, a trust allows for substantial creditor protection, tax savings and some control. This program provides a guide to the uses of BDITs and their structure.

The Use of Contingent Workers: Issues for Employment Lawyers | #634T19
Tuesday, August 29, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
Contingent workers is a new employment classification sweeping in independent contractors, freelancers, workers provided by staffing agencies and other non-traditional employees. This program provides a legal framework for clients to understand not only the opportunities but also the liabilities when employing contingent workers.

What Business Lawyers Need to Know About Licenses–Part 1
Live Replay from July 7, 2016 | #634T20
Wednesday, August 30, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
The program provides transactional attorneys with a practical guide to the major provisions of licensing agreements, including royalties, warranties, confidential information, limitation on liability, diligence and more. If your clients either license in technology like software or license out technology to customers, this program is essential.

What Business Lawyers Need to Know About Licenses–Part 2
Live Replay from July 8, 2016 | #634T21
Thursday, August 31, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
The program provides transactional attorneys with a practical guide to the major provisions of licensing agreements, including royalties, warranties, confidential information, limitation on liability, diligence and more. If your clients either license in technology like software or license out technology to customers, this program is essential.

September Phone/Audio Streaming Programs

Estate Planning for Retirement Assets | Live Replay from February 28, 2017 | #635TWC
Friday, September 1, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
The biggest category of assets most clients have is their retirement accounts: 401(k) or IRA accounts, or other tax-favored or employer-sponsored plans. Obtaining distributions and/or otherwise transferring assets to heirs is governed by a complex framework of rules. Traps, including misuse of beneficiary designation and payable on death accounts, abound. This program provides a framework for trust and estate planning for retirement benefits.

Joint Ventures in Real Estate–Part 1 | Live Replay from November 29, 2016 | #635TW2
Tuesday, September 5, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
Many real estate developments of every size are developed as joint ventures among landowners, contractors, investors and potentially others. Every party brings to the deal certain expectations about what they need to make it a success. Arranging the contributions of each party and drafting the underlying documents to reduce risk and enhance return is frequently a difficult negotiating and drafting process. This program provides a guide to the types of real estate joint ventures, the expectations of participants, capital calls, guarantees, management control, risk management and certain major tax issues.

Joint Ventures in Real Estate–Part 2 | Live Replay from November 30, 2016 | #635TW3
Wednesday, September 6, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
Many real estate developments of every size are developed as joint ventures among landowners, contractors, investors and potentially others. Every party brings to the deal certain expectations about what they need to make it a success. Arranging the contributions of each party and drafting the underlying documents to reduce risk and enhance return is frequently a difficult negotiating and drafting process. This program provides a guide to the types of real estate joint ventures, the expectations of participants, capital calls, guarantees, management control, risk management and certain major tax issues.

Trust and Estate Planning with Life Insurance | #635TW4
Thursday, September 7, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour
Insurance is a sophisticated financial product which can be used creatively by estate planners to reduce tax liability, protect client assets and achieve non-tax goals, including retention of family control of a business and charitable giving. Insurance is also an effective tool for resolving liquidity concerns when estate or gift taxes are owed on illiquid assets or death triggers the payment of certain debts. This program provides a practical guide to sophisticated estate planning techniques using insurance to reduce taxes, resolve liquidity concerns, shield assets and achieve other client goals.
Techniques to Avoid and Resolve Deadlocks in Closely Held Companies | #635TW5
Friday, September 8, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Deadlocks in closely held companies can be ruinous, paralyzing management and threatening economic rewards. This program explores how to anticipate deadlocks and, more importantly, how to plan and structure mechanisms for resolving deadlocks short of litigation or forced termination of the company.

Piercing the Entity Veil: Individual Liability for Business Acts
Live Replay from December 1, 2016 | #635TW6
Monday, September 11, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Though it is axiomatic that a corporation or other limited liability entity shields or veils its owners from personal liability for the entity’s liabilities, those protections can be voided by actions of the company’s owners. This occurs most often in the context of closely held or family businesses. This program discusses the various forms of veil piercing, including for LLCs, how to spot red flags in clients and protect them against or limit personal liability.

Understanding Mezzanine Loans/Preferred Equity in Real Estate | #635TW7
Tuesday, September 12, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Mezzanine and preferred equity often fill the gap between “common” equity and senior loans in commercial real estate projects. They have some elements of equity, some of debt. They must be structured to be allowable under mortgage documents as quasi-debt and yet provide the incentives of equity. This program provides a real-world guide to structuring mezz loans and preferred equity in commercial real estate.

Use of Trust Protectors in Trust and Estate Planning | #635TW8
Live Replay from February 16, 2017 | #635TW8

Wednesday, September 13, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

“Trust protectors” are a rapidly spreading innovation in trust planning. They stand in the place of the settlor, ensuring that the settlor’s intent is effectuated. They can also be controversial because they exercise substantial power over the trustee. This program discusses the uses and powers of trust protectors, their promises in trust planning and their limitations.

The Ethics of Representing Two Parties in a Transaction | #635TW9

Thursday, September 14, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour Ethics/Professional Responsibility

This program provides a real-world guide to representing two or more parties in a transaction or in litigation. The program discusses conflicts of interest (including waivers), confidentiality and the attorney-client privilege.

Rescission in Business Transactions: How to Fix Something That’s Gone Wrong | #635T10

Friday, September 15, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Even with careful drafting and internal law firm controls, errors are sometimes made in transactional documents. Rescission allows certain agreements or provisions to be voided. But rescinding certain provisions of an agreement or the agreement itself is fraught with risk, legal liability and tax liability. This program provides a guide to best practices with rescission and the practical substantive legal and tax consequences.

The Ethics of Supervising Other Lawyers | Live Replay from June 16, 2017 | #635T11

Monday, September 18, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour Ethics/Professional Responsibility

 Lawyers often oversee other lawyers, partners supervise the work of associates, in-house counsel supervise the work provided by outside counsel, project managing attorneys supervise the work of all the attorneys on the representation. All these forms of supervision come with ethical duties to ensure the supervised attorneys practice competently and ethically. This program provides a guide to how ethics rules apply when lawyers supervise other lawyers.

How to Make Your Client’s Estate Plan Survive Bankruptcy | #635T12

Tuesday, September 19, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

How are trusts and other estate planning vehicles treated in bankruptcy? This program discusses what happens if a client goes bankrupt and how planners can help preserve a client’s estate. Among other topics, the program covers the scope of the bankruptcy estate, the treatment of certain trusts and retirement assets, the powers of bankruptcy trustees to void certain transactions, and much more.

Employment Investigations: Figuring it Out and Avoiding Liability | #635T13

Wednesday, September 20, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Employment investigations are essential for discovering wrongdoing and preparing for litigation, but these investigations also expose employers to litigation and financial liability. This program provides a framework for assessing employer liability for certain employment investigations and best practices to avoid liability.

Secured Transactions Practice: Security Agreements to Foreclosures—Part 1 | Live Replay from November 15, 2016 | #635T14

Thursday, September 21, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

This program provides a guide to secured transaction practice. Topics include drafting security agreements, attaching property, ensuring the enforceability of liens, foreclosures and more.

Secured Transactions Practice: Security Agreements to Foreclosures—Part 2 | Live Replay from November 16, 2016 | #635T15

Friday, September 22, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

This program provides a guide to secured transaction practice. Topics include drafting security agreements, attaching property, ensuring the enforceability of liens, foreclosures and more.

See order form insert or call 800.228.3402 to register.
BOOK OF THE MONTH

Get a new release or bestseller each month for 20% off! Each monthly selection is featured and discounted in the North Carolina Bar Association CLE Bookstore. Watch for a new discounted title each month.

SEPTEMBER SELECTION

North Carolina Family Law Marital Claims Deskbook

Managing Editors: Andrea N. Capua and Richard D. Stephens

Designed as a foundation for every family law practitioner, this comprehensive deskbook:

- Sets out with brief annotations the elements of claims
- Lists applicable statutory provisions
- Discusses major cases pertaining to a broad range of family law issues
- Reflects major changes in the practice of family law resulting from the legalization of same-sex marriage in NC
- Addresses the role that social media increasingly plays in many family law cases

The e-version is fully searchable and easily navigable using the side panel bookmark links. More than 250 sample documents, fillable/editable forms and checklists are included to save you time and help make your family law practice more efficient!

Visit ncbar.org/CLEBookstore or call 800.228.3402 for more information.

Ethics in Billing and Collecting Fees | Live Replay from February 17, 2017 | #635T16

Monday, September 25, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour Ethics/Professional Responsibility

Every law practice is also a business. Timely billing and collecting of fees is essential to stability of the practice and the livelihood of its attorneys and staff. But unlike any other business, this essential financial aspect is governed by a host of ethics rules. This program discusses ethics rules as they apply to billing and collecting attorneys’ fees, common traps and sources of ethics sanctions, and best practices.

Tax Planning in Real Estate—Part 1 | #635T17
Tuesday, September 26, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Avoiding adverse tax consequences is often one of the most important aspects of structuring real estate transactions, whether it’s to defer gain, ensure it’s characterized as capital gain rather than ordinary income, or to preserve valuable tax attributes. The program covers choice of entity, major tax issues in drafting tax allocations in real estate agreements, conversion of ordinary income into capital gains, the new 3.8% tax on net investment income and like-kind exchanges.

Tax Planning in Real Estate—Part 2 | #635T18
Wednesday, September 27, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Avoiding adverse tax consequences is often one of the most important aspects of structuring real estate transactions, whether it’s to defer gain, ensure it’s characterized as capital gain rather than ordinary income, or to preserve valuable tax attributes. The program covers choice of entity, major tax issues in drafting tax allocations in real estate agreements, conversion of ordinary income into capital gains, the new 3.8% tax on net investment income and like-kind exchanges.

Incentive Compensation in Businesses—Part 1 | Live Replay from March 21, 2017 | #635T19
Thursday, September 28, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Companies of every size and stage of development develop incentive compensation plans to foster business growth, reward employees and sometimes conserve current cash flow. These plans take many forms including phantom equity, options, incentive bonus payments and other restricted profit interests. Each has certain tax and no-tax tradeoffs, working in some circumstances but not others. This program provides a practical guide to incentive compensation alternatives, tradeoffs and structuring tips.

Incentive Compensation in Businesses—Part 2 | Live Replay from March 22, 2017 | #635T20
Friday, September 29, 2017, 1:00-2:00p
CLE Credit: 1.0 Hour

Companies of every size and stage of development develop incentive compensation plans to foster business growth, reward employees and sometimes conserve current cash flow. These plans take many forms including phantom equity, options, incentive bonus payments and other restricted profit interests. Each has certain tax and no-tax tradeoffs, working in some circumstances but not others. This program provides a practical guide to incentive compensation alternatives, tradeoffs and structuring tips.
REGISTRATION CATEGORIES | The following registration category fees include your State Bar MCLE fee, digital materials and lunch (where included) at the live programs:

NCBA Section Members | Section members receive a discount off the regular member rate on section-planned CLE programs. If you are not a member of the indicated section and wish to join, you may do so at the time of program registration.

NCBA Members | Receive reduced registration fees.

Full-Time LANC Attorneys (NCBA Members) | Attorneys who are full-time Legal Aid attorneys and members of the NCBA may attend most CLE programs at a reduced tuition rate. Please check program brochure for tuition and exceptions.

NCBA Paralegal Division Members | NCBA non-attorney Paralegal Division members receive reduced registration fees. Please check program brochure for tuition and exceptions.

First Year Licensed in NC (NCBA Members) | First year attorneys licensed to practice in NC (who are also NCBA members) receive a reduced registration fee of $99 for live and video replay programming (maximum of 7.0 credit hours) in the first year of membership with the NCBA. Some exclusions apply.

CLE Passport | You must have paid the Passport enrollment fee for that enrollment year. Please note 1 token equals 1 passport hour. This category is subject to certain restrictions. Call the CLE Department for more information.

Non-Members | Are welcome to register and attend any of the CLE programs. Non-members may join the NCBA and register at the member rate.

Purchasing Program Materials | Program materials are available after the initial live program date for purchase in the NCBA Bookstore. Program materials are available in a digital download, printed format or both when purchased after the live program date. Allow two to four weeks for delivery of printed materials. If you are attending a video replay program and considering purchasing program materials for that program, please read the information under Video Replays.

Digital Program Materials | Effective July 1, 2015, all CLE program materials are 100% digital. Digital materials will be available to download to your device from your NCBA account up to seven (7) days prior to the CLE program. Please download your materials in advance and bring that device to the CLE program. If you have any questions or would like assistance, please contact the CLE Department.

The following registration categories do not include MCLE fees:

Judges | You must be a member of the NCBA.

Clerks of Court | You must be a member of the NCBA.

Law Professors | You must be a full-time professor at an ABA-approved law school, or a law school seeking ABA accreditation, and a member of the NCBA.

Law Students and Paralegal Division Students | You must be a member of the NCBA Law Student or Paralegal Student Division.

CLE Scholarships | A limited number of scholarships are available to members in financial need. Contact Membership Services at 1.800.662.7407 or email altemple@ncbar.org.

MCLE Credit | The North Carolina Bar Association (NCBA) is an accredited CLE sponsor under the Mandatory CLE Regulations promulgated by the Board of Continuing Legal Education of the North Carolina State Bar. These programs have been approved (but are not sponsored) by the Board for the designated number of CLE hours. The NCBA is also an accredited sponsor for mandatory CLE in other states. It remains the responsibility of each attorney to maintain records of his or her attendance at CLE programs for purposes of the annual report required by the State Bar. MCLE credit will be reported only if North Carolina State Bar number is provided.

REGISTRATION INFORMATION | Registrations (including door registrations) are limited to available space. Available space at the NC Bar Center includes a live overflow room with video simulcast. Your registration form and check must be received one week prior to the program date to qualify for the Early Bird Discount. Registrations received after this time or at the door are charged the regular tuition. Please note: CLE hours and tuition are approximate until individual program brochures are published. In the event of price discrepancies, you will be invoiced for or refunded the difference.

Method of Payment and Registration | Payment can be made by VISA, MasterCard, American Express or check payable to the NC Bar Association. Register by phone, fax, mail or online. Please note: CLE hours and tuition are approximate until individual program brochures are published. In the event of price discrepancies, you will be invoiced for or refunded the difference.

Cancellations | Cancellations must be received by 9:00a on the third working day prior to the program in order to qualify for a refund (less $75 administrative processing fee).

Transfers | Registrants wishing to transfer their registrations from a Live program, Video Replay, Webcast, Webinar or Phone/Audio Streaming Program may do so without penalty within three (3) working days after the program concludes. A registration may be transferred ONCE. Registrants may not transfer to or from an Online CLE program, a Webcast or Webinar done with a third-party vendor.

Video Replays | All program materials for Video Replay programs are 100% digital. Program materials may be downloaded to your device up to seven (7) days from the date of the program. Be sure to bring that device to your Video Replay program. Attendees opting to purchase printed program materials for a Video Replay program MUST call the CLE Department no later than seven (7) days before the program. The materials are sold at NCBA cost for printing and shipping. The materials will be shipped to the purchaser’s address of record in our system. Receipt of the materials cannot be guaranteed by the date of the program: we have no control over mailing timeframes once the materials have shipped. Early registration is requested for Video Replays to ensure space. NC State Bar rules require a minimum number of active State Bar members to register before MCLE credit will be given for a Video Replay. The NCBA reserves the right to cancel any video program prior to the program date if registrations do not meet this requirement. CLE hours of Video Replays are subject to change.

Persons with Disabilities | We make every effort to ensure that our programs are held in facilities which are fully accessible to persons with disabilities. If you plan to attend our program and need special facilities or assistance relating to a disability, please contact the CLE Department at least one week prior to the date of the program.
North Carolina Bar Association CLE Order Form

CUSTOMER INFORMATION  •  Duplicate this form for additional registrants and make a copy for your records.

For MCLE Credit list both:  NC State Bar No.: ________  NCBA Member No.: ____________________________

PRINT Full Name:  ____________________________________________  Email: ____________________________________________

Firm/Agency Name:  ____________________________________________  Business Fax:  ____________________________

Business Phone:  ____________________________  Street Address:  ____________________________________________

(Please note P.O. Box No. is necessary for print book orders)

City, State, ZIP Code:  ____________________________  □ Check here if new information on any line.

I am a:  □ CLE Passport Holder

$75 Tuition:  □ Judge (NCBA Member)  □ Clerk of Court (NCBA Member)  □ Law Professor (NCBA Member)

$25 Tuition:  □ NCBA Paralegal Student Member  □ NCBA Law Student Division Member

PROGRAM ORDER DETAILS

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* Shipping and Handling: $________

7.25% Sales Tax: $________  BOOK TOTAL: $________

ORDER TOTAL  •  Please enter your program and book totals from the above sections and add together.

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PAYMENT

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