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Solo and Small Firm Section
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STATE BAR OF MICHIGAN
ANNUAL MEETING



ICLE SOLO & SMALL FIRM
INSTITUTE

Lansing Center, Lansing

September 18–20

2013



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Inspiring CLE, Great Networking at Your Annual Meeting

Revitalize your practice and reconnect with friends and colleagues at this year's Annual Meeting. It's all here in one location—section council meetings, SBM networking events, an enhanced vendor hall, and the most exciting *Solo & Small Firm Institute* yet!

Whether you're starting a new practice or giving your current firm an overhaul, the *Institute* has exactly what you need. Stay current on hot topics in technology, marketing, and law practice management with break-out sessions taught by national experts. Plus, brush up on the latest legal developments in your practice areas with insights from top Michigan attorneys. Discover the secrets to a satisfying and successful work life and reinvigorate your passion for practice!



New Lunch Events

Thursday—Grab a box lunch from the exhibit hall and then join your fellow SSFI attendees for a guided walking tour of our state's majestic Capitol building.

Friday—Share your knowledge and get questions answered at a roundtable lunch, compliments of the Law Practice Management & Legal Administrators Section. Please pre-register.

The Most Beneficial Program You Will Attend This Year!

Increase Exposure—Market Your Practice in Innovative & Inexpensive Ways

- Boost your networking prowess and revive your business relationships
- Deliver exceptional service and develop more business from current clients
- Employ social media to spread the reach of your existing work
- Precisely track the payback on your marketing and calculate the value of each client

Stay Confident in Your Client Representation— Legal Updates and Important Practice Trends

- Learn how the Affordable Care Act impacts your clients now
- Obtain discovery using smarter, streamlined techniques
- Grow an estate administration practice
- Prepare for your next criminal defense trial with secrets from a pro
- Identify the best Medicaid planning strategies today

Save Time and Money— Technology Made Easy

- Ethically store confidential client data in the cloud
- Get a plan to reduce that paper covering your desk
- Complete at least 80% of your daily legal work using just an iPad
- Master slick new Word tips guaranteed to improve productivity
- Uncover the tools in Word and Acrobat that let you safely share documents
- Pick the right computer today amid all the new options

Improve Your Bottom Line—Employ Smart Practice Management Strategies

- Avoid ten common mistakes when starting a law practice
- Apply startup company lessons to create your unique business plan
- Avoid nonpayment by clients with a state-of-the-art retainer agreement
- Jump-start your practice and acquire an existing book of business
- Follow a 30-day roadmap to gain more freedom from your law practice

Featured Speakers at the Solo & Small Firm INSTITUTE



Carolyn Elefant

MyShingle.com
Washington, DC

Carolyn Elefant is a practicing lawyer in Washington, DC, who blogs, writes, consults, and speaks about going and growing solo in the 21st century. Her blog, MyShingle.com, launched in 2002, is the longest-running blog on solo and small firm practice and has been included in the American Bar Association's (ABA's) Blawg 100 Hall of Fame. Ms. Elefant is also author of *Solo by Choice: How to Be the Lawyer You Always Wanted to Be* (Lawyer Avenue 2011), the most up-to-date book on starting a law practice, and coauthor of *Social Media for Lawyers: The Next Frontier*. She was named a 2010 ABA Legal Rebel.



Roy S. Ginsburg

Roy S. Ginsburg JD
Minnetonka, MN

Roy S. Ginsburg is a lawyer coach who works with attorneys across the nation to help them achieve individualized practice goals and career satisfaction. He helps lawyers sell their practices, either acting behind the scenes as a strategic advisor or as a broker by actively selling the practice on the retiring attorney's behalf. Mr. Ginsburg has practiced for more than 30 years, in law firms large to small and as in-house counsel. As a currently active solo with a part-time practice in legal marketing ethics (with Thomson Reuters as a client), he is completely familiar with the challenges working lawyers face each and every day of their professional lives. He is a skilled, popular, and accredited CLE speaker who regularly presents programs nationwide on business development, client services, and career management to bar associations as well as law firm audiences.



Barron K. Henley

Affinity Consulting Group
Columbus, OH

Barron K. Henley is an attorney, a "legal technologist" since 1990, and a founding member of Affinity Consulting Group (formerly Henley March & Unger Consulting, Inc.), a firm that handles all aspects of law practice automation. He heads Affinity's HotDocs document assembly and software training departments and has authored legal-specific manuals on HotDocs document assembly, Microsoft Word, Microsoft Excel, and Adobe Acrobat. Mr. Henley is a member of the ABA Law Practice Management Section and a former chairperson of the OSBA Law Office Automation and Technology Committee. He speaks throughout the U.S. for the ABA; numerous state and local bar associations; CLE organizations in Indiana, Michigan (ICLE), and Virginia; the Law Society of British Columbia; the Seattle University School of Law; the National Association of College and University Attorneys; and many others.



Janet K. Welch

Executive Director
State Bar of Michigan
Lansing

Janet K. Welch is executive director of the State Bar of Michigan. She has had an extensive career in state government, beginning in the Michigan legislature where she served as a legislative analyst in the House and as the first director of the Senate's nonpartisan legislative analysis office. After graduating from the University of Michigan Law School, Ms. Welch was a law clerk for Michigan Supreme Court Justice Robert P. Griffin. She stayed at the Court for over a decade in a variety of positions, culminating in a position as Supreme Court counsel.

SCHEDULE AT A GLANCE

State Bar of Michigan Events (Separate registration required)

State Bar of Michigan Awards Banquet

Wednesday, September 18 6:30pm–9:00pm

Join us as we pay tribute to our members who have achieved the highest honors in areas of leadership, professional integrity, and community service.

State Bar of Michigan Inaugural Luncheon

Thursday, September 19 12:00pm–2:00pm

Share in the celebration with the swearing-in of State Bar President Brian D. Einhorn and other State Bar officers.

Celebrating Diversity Reception

Thursday, September 19 6:30pm–8:30pm

The State Bar is focused on a broad concept of inclusion to diversify and strengthen the legal profession. Its Justice Initiatives community is hosting this reception to celebrate the diversity we currently enjoy and to recommit to the value of better reflecting the society we serve.

State Bar of Michigan 50-Year Golden Celebration Luncheon

Friday, September 20 12:00pm–2:00pm

Celebrate and honor fellow colleagues being recognized for 50 years of membership in the State Bar of Michigan. This is a great opportunity to network with your peers and mentors.

Wednesday, September 18, 2013

SBM ANNUAL MEETING

12:00pm–1:00pm

State Bar of Michigan Commissioner Committees Meetings & Lunch

1:30pm–3:30pm

State Bar of Michigan Board of Commissioners Meeting

2:00pm–4:00pm

Michigan State Bar Foundation Members/Trustees Annual Business Meeting

3:00pm–7:00pm

Annual Meeting Registration Open

4:00pm–5:00pm

State Bar of Michigan New Board of Commissioners Meeting

4:15pm–4:30pm

Fellows of the Michigan State Bar Foundation Annual Business Meeting

4:30pm–6:00pm

Fellows of the Michigan State Bar Foundation Annual Reception *(by invitation)*

6:30pm–9:00pm

State Bar of Michigan Awards Banquet

Thursday, September 19, 2013

LEVEL: BASIC/INTERMEDIATE CLE: 10 ETHICS: 1 NALA/NFPA CREDIT: CALL ICLE*

Solo & Small Firm INSTITUTE		SBM ANNUAL MEETING
8:00am	Continental Breakfast, Vendor Showcase, and Registration	8:00am–5:00pm Registration and Vendor Showcase Open
8:15am	Getting the Most Out of Your ICLE Resources Demonstration by ICLE staff	8:00am–9:30am Continental Breakfast
9:00am	Welcome and Introductions Elizabeth A. Silverman, Chair, General Practice—Solo & Small Firm Section of the State Bar of Michigan, Elizabeth A. Silverman PC, Farmington Hills	8:30am–12:00pm Agricultural Law Section Business Meeting and Program
9:20am	Report from the Executive Director Janet K. Welch, Executive Director, State Bar of Michigan, Lansing	9:00am–12:00pm Family Law Section Business Meeting
9:40am	KEYNOTE PRESENTATION: The Art of Professional Networking Roy S. Ginsburg, Roy S. Ginsburg JD, Minnetonka, MN	9:00am–5:00pm Representative Assembly Business Meeting
10:40am	Vendor Showcase Break	10:00am–10:30am Insurance & Indemnity Law Section Business Meeting
		10:30am–11:30am Insurance & Indemnity Law Section Program

*Approved for paralegal credit from the National Association of Legal Assistants Inc. and the National Federation of Paralegal Associations Inc. Credit may vary by topic. Call ICLE with specific credit questions.



Thursday, September 19, 2013 continued

Solo & Small Firm INSTITUTE			SBM ANNUAL MEETING		
11:00am	SUBSTANTIVE LAW	Family Law Update Carrie E. Huff, Alane & Chartier PLC, <i>Lansing</i>	10:00am–11:30am	Litigation Section Business Meeting	
	MARKETING/LAW PRACTICE MANAGEMENT	Retain Your Clients—A Roadmap to Effective Client Service Roy S. Ginsburg, Roy S. Ginsburg JD, <i>Minnetonka, MN</i>	10:00am–12:00pm	Michigan Indian Legal Services Business Meeting	
	TECHNOLOGY	Is Your Office Drowning in Paper? Now There's a Way Out! Barron K. Henley, Affinity Consulting Group, <i>Columbus, OH</i>	11:30am–2:00pm	Real Property Law Section Council Meeting	
12:00pm	Lunch and Annual Meeting Functions		12:00pm–2:00pm	State Bar of Michigan Inaugural Luncheon	
2:00pm	SUBSTANTIVE LAW	Criminal Law Update F. Martin Tieber, Tieber Law Office, <i>Lansing</i>	1:00pm–2:00pm	Administrative & Regulatory Law Section Business Meeting	
	MARKETING/LAW PRACTICE MANAGEMENT	Law Practice For Sale—Strategies for Sellers and Buyers, Part 1 Roy S. Ginsburg, Roy S. Ginsburg JD, <i>Minnetonka, MN</i>	2:00pm–3:00pm	Administrative & Regulatory Law Section Program	
	TECHNOLOGY	Cloud Computing 2013—The Benefits, Drawbacks, and Ethical Issues of Moving Your Practice to the Cloud Barron K. Henley, Affinity Consulting Group, <i>Columbus, OH</i>	1:00pm–2:00pm	American Indian Law Section Business Meeting	
2:50pm	SUBSTANTIVE LAW	Practical Discovery—The Streamlined Approach C. Denise Fawcett, Law Office of C. Denise Fawcett, <i>Ann Arbor</i>	2:00pm–4:00pm	American Indian Law Section Program	
	MARKETING/LAW PRACTICE MANAGEMENT	Law Practice For Sale—Strategies for Sellers and Buyers, Part 2 Roy S. Ginsburg, Roy S. Ginsburg JD, <i>Minnetonka, MN</i>	1:00pm–1:45pm	Appellate Practice Section Business Meeting	
	TECHNOLOGY	How to Run 80% of Your Practice on Your iPad Randy Arden Musbach, Law Office of Randy Musbach, <i>Chelsea</i>	2:00pm–4:00pm	Appellate Practice Section Program	
3:35pm	Vendor Showcase Break		1:30pm–2:00pm	Consumer Law Section Business Meeting	
3:55pm	SUBSTANTIVE LAW	What Your Small Business Clients Need to Know About Health Care Reform David L. Rogers, Rogers Mantese & Associates PC, <i>Farmington Hills</i>	2:00pm–3:30pm	Consumer Law Section Program	
	MARKETING/LAW PRACTICE MANAGEMENT	Reinvent Your Law Practice: Your 30-Day Blueprint to Greater Freedom William A. McNeil, vLawyer Consulting LLC, <i>Orlando, FL</i>	1:30pm–4:45pm	Environmental Law Section Program	
	TECHNOLOGY	How to Protect Yourself While Trading Documents Electronically Barron K. Henley, Affinity Consulting Group, <i>Columbus, OH</i>	5:00pm–6:00pm	Environmental Law Section Business Meeting	
4:45pm	SUBSTANTIVE LAW	The 10 Unspoken Facts About Criminal Defense Trials Daniel T. Geherin, Simon & Geherin PLLC, <i>Ann Arbor</i>	2:00pm–3:00pm	Intellectual Property Law Section Program	
	MARKETING/LAW PRACTICE MANAGEMENT	What Went Wrong? 10 Common Mistakes in Starting a Law Practice and How to Avoid Them John J. Conway, John J. Conway PC, <i>Royal Oak</i>	2:00pm–2:15pm	Labor & Employment Law Section Business Meeting	
	TECHNOLOGY	50 Tech Tips in 50 Minutes Barron K. Henley, Affinity Consulting Group, <i>Columbus, OH</i>	2:30pm–4:30pm	Labor & Employment Law Section Program	
			2:00pm–4:00pm	Michigan Retired Judges Association (Circuit and Court of Appeals) Business Meeting	
			2:00pm–2:15pm	Negligence Law Section Business Meeting	
			2:15pm–3:30pm	Negligence Law Section Program	
			2:30pm–5:30pm	Young Lawyers Section Business Meeting	
			4:00pm–6:00pm	ADB Retirement Reception Honoring John F. Van Bolt, Executive Director	
			4:30pm–6:00pm	Law Schools Reception Michigan State University Thomas M. Cooley University of Detroit Mercy University of Michigan Wayne State University	
			6:30pm–8:30pm	Celebrating Diversity Reception	

SCHEDULE AT A GLANCE

Friday, September 20, 2013

Solo & Small Firm INSTITUTE		SBM ANNUAL MEETING
8:00am	Continental Breakfast, Vendor Showcase, and Registration	
8:15am	Getting the Most Out of Your ICLE Resources Demonstration by ICLE staff	
9:00am	KEYNOTE PRESENTATION: The Art, Science, and Ethics of the 21st Century Retainer Agreement Carolyn Elephant, MyShingle.com, <i>Washington, DC</i>	
10:00am	KEYNOTE PRESENTATION: Avoiding Multitasking Distractions—Finding Focus and Technological Efficiency Barron K. Henley, Affinity Consulting Group, <i>Columbus, OH</i>	
10:50am	Vendor Showcase Break	
11:10am	SUBSTANTIVE LAW	Top Tips for Resolving Landlord-Tenant Disputes Lawrence Shoffner, Lawrence Shoffner Esq., <i>Detroit</i>
	MARKETING/LAW PRACTICE MANAGEMENT	Social Media for Lawyers—12 Steps to Make Social Media Work for Any Practice Carolyn Elephant, MyShingle.com, <i>Washington, DC</i>
	TECHNOLOGY	Presentation Software on Your Windows PC, Mac, or the Web! Diane Ebersole, Practice Management Advisor, State Bar of Michigan, <i>Lansing</i>
12:00pm	Lunch and Annual Meeting Functions	
2:00pm	SUBSTANTIVE LAW	Adding Estate Administration to Your Practice Jennifer M. Harvey, Harvey Legal Group PLLC, <i>Ann Arbor</i>
	MARKETING/LAW PRACTICE MANAGEMENT	Lean Law Firm—Applying the Big-Vision, Low-Cost Lessons of Startups to Launch and Build a Successful 21st Century Law Practice Carolyn Elephant, MyShingle.com, <i>Washington, DC</i>
	TECHNOLOGY	Pick the Right Computer Today Barron K. Henley, Affinity Consulting Group, <i>Columbus, OH</i>
2:55pm	SUBSTANTIVE LAW	Latest Developments in Medicaid Planning David L. Shultz, Chalgian & Tripp Law Offices PLLC, <i>East Lansing</i>
	MARKETING/LAW PRACTICE MANAGEMENT	Solo Practice Systems for Success Carolyn Elephant, MyShingle.com, <i>Washington, DC</i>
	TECHNOLOGY	Getting the Most Out of Microsoft Word 2010 and 2013 Barron K. Henley, Affinity Consulting Group, <i>Columbus, OH</i>
3:45pm	Networking Break	
4:00pm	SUBSTANTIVE LAW	Contract Drafting for Your Small Business Clients Mark E. Kellogg, Fraser Trebilcock Davis & Dunlap PC, <i>Lansing</i>
	MARKETING/LAW PRACTICE MANAGEMENT	A Business Analysis of Your Files and Your Time Timothy A. Dinan, Dinan & Associates PC, <i>Grosse Pointe Park</i>
	TECHNOLOGY	Legal Drafting—Automation Tools and Best Practices Barron K. Henley, Affinity Consulting Group, <i>Columbus, OH</i>
8:00am–2:00pm	Registration and Vendor Showcase Open	
8:00am–9:30am	Continental Breakfast	
9:00am–11:00am	Criminal Law Section & EAI Disabilities Workgroup Program	
11:00am–12:00pm	Criminal Law Section Business Meeting	
9:00am–10:30am	Master Lawyers Section Program	
10:30am–11:30am	Master Lawyers Section Business Meeting	
9:00am–10:00am	Paralegal/Legal Assistant Section Business Meeting	
10:15am–12:00pm	Paralegal/Legal Assistant Section Program	
9:30am–12:30pm	Michigan Lawyers Alliance Business Meeting	
10:00am–11:00am	Children's Law Section Program	
11:00am–12:00pm	Children's Law Section Business Meeting	
10:00am–12:00pm	Judicial Section Business Meeting	
11:00am–1:00pm	Arts, Communications, Entertainment & Sports Section Business Meeting	
1:00pm–3:30pm	Arts, Communications, Entertainment & Sports Section Program	
11:00am–12:00pm	Diversity & Inclusion Advisory Committee Program	
11:00am–12:00pm	Latin American Bar Activities Section Business Meeting	
11:00am–12:30pm	Antitrust, Franchising & Trade Regulation Section Business Meeting	
12:00pm–2:00pm	Law Practice Management & Legal Administrators Section Business Meeting & Lunch	
12:00pm–2:00pm	State Bar of Michigan 50-Year Golden Celebration Luncheon	
1:00pm–1:20pm	General Practice—Solo and Small Firm Section Business Meeting	
1:20pm–1:50pm	General Practice—Solo and Small Firm Section Program	
1:00pm–3:30pm	Michigan Probate Judges Association Business Meeting	
1:30pm–3:30pm	Animal Law Section Business Meeting	
2:00pm–3:00pm	Aviation Law Section Business Meeting	
2:00pm–3:00pm	Law Student Section Business Meeting	

The State Bar of Michigan and Institute of Continuing Legal Education

Working to Help You Build Your Practice

Whether you are an experienced solo or small firm practitioner, a new law graduate, or leaving your firm to go out on your own, the *State Bar of Michigan Annual Meeting* and *Solo & Small Firm Institute* is the perfect place to be. Take advantage of numerous networking opportunities and expert guidance from other successful solo and small firm practitioners. Whatever your needs, count on your Annual Meeting to provide you with access to the right tools for the job.

EXPANDED NEED-BASED SCHOLARSHIPS



Scholarships made possible by the generous support of the State Bar of Michigan, ICLE, the Business Law Section, and the Real Property Law Section

Scholarships cover the registration fee for the *Solo & Small Firm Institute* and are offered on a first-come, first-served basis. Preference will be given to those who did not receive a scholarship to last year's program. Don't wait—apply today!

To apply, send a statement of need and indicate attendance (Thursday only, Friday only, or both days) to:

ICLE, Attn: Stephanie Fisher
1020 Greene St., Ann Arbor, MI 48109-1444

SPECIAL THANKS TO OUR GENEROUS SPONSORS

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Nonprofit corporations and independent licensees
of the Blue Cross and Blue Shield Association



Hotel Information

Radisson Hotel Lansing
111 N. Grand Ave., Lansing, MI 48933
(517) 482-0188 | www.radisson.com/lansingmi

Register online

Visit www.radisson.com/lansingmi and enter promo code SBM013

Connected to the Lansing Center, the Radisson Hotel Lansing is conveniently located in downtown Lansing. Hotel guests enjoy easy access to shopping at Eastwood Towne Center and Lansing City Market, Michigan State University, and local museums. For a reservation call (517) 482-0188 and use promo code SBM013. To receive \$126.95 discounted rate, reservations must be made by August 19, 2013. Registrants are responsible for their own hotel expenses.



Register me for the following FREE Annual Meeting Events:

SECTION AND ANCILLARY GROUP MEETINGS	TIMES
THURSDAY, SEPTEMBER 19, 2013	
<input type="radio"/> ADMINISTRATIVE & REGULATORY LAW SECTION	1:00PM-3:00PM
<input type="radio"/> AGRICULTURAL LAW SECTION*	8:30AM-12:00PM
<input type="radio"/> AMERICAN INDIAN LAW SECTION*	1:00PM-4:00PM
<input type="radio"/> APPELLATE PRACTICE SECTION*	1:00PM-4:00PM
<input type="radio"/> CONSUMER LAW SECTION*	1:30PM-3:30PM
<input type="radio"/> ENVIRONMENTAL LAW SECTION*	1:30PM-6:00PM
<input type="radio"/> FAMILY LAW SECTION	9:00AM-12:00PM
<input type="radio"/> INSURANCE & INDEMNITY LAW SECTION*	10:00AM-11:30AM
<input type="radio"/> INTELLECTUAL PROPERTY LAW SECTION*	2:00PM-3:00PM
<input type="radio"/> LABOR & EMPLOYMENT LAW SECTION*	2:00PM-4:30PM
<input type="radio"/> LITIGATION SECTION*	10:00AM-11:30AM
<input type="radio"/> MICHIGAN RETIRED JUDGES ASSOCIATION	2:00PM-4:00PM
<input type="radio"/> NEGLIGENCE LAW SECTION*	2:00PM-3:30PM
<input type="radio"/> REAL PROPERTY LAW SECTION COUNCIL	11:30AM-2:00PM
<input type="radio"/> REPRESENTATIVE ASSEMBLY* <input type="radio"/> I AM A R.A. MEMBER	9:00AM-5:00PM
<input type="radio"/> YOUNG LAWYERS SECTION*	2:30PM-5:30PM
FRIDAY, SEPTEMBER 20, 2013	
<input type="radio"/> ANIMAL LAW SECTION*	1:30PM-3:30PM
<input type="radio"/> ANTITRUST, FRANCHISING & TRADE REGULATION SECTION	11:00AM-12:30PM
<input type="radio"/> ARTS, COMMUNICATIONS, ENTERTAINMENT & SPORTS SECTION*	11:00AM-3:30PM
<input type="radio"/> AVIATION LAW SECTION*	2:00PM-3:00PM
<input type="radio"/> CHILDREN'S LAW SECTION*	10:00AM-12:00PM
<input type="radio"/> CRIMINAL LAW SECTION/EAI DISABILITIES WORKGROUP*	9:00AM-12:00PM
<input type="radio"/> DIVERSITY & INCLUSION ADVISORY COMMITTEE*	11:00AM-12:00PM
<input type="radio"/> GENERAL PRACTICE—SOLO AND SMALL FIRM SECTION*	1:00PM-1:50PM
<input type="radio"/> JUDICIAL SECTION*	10:00AM-12:00PM
<input type="radio"/> LATIN AMERICAN BAR ACTIVITIES SECTION*	11:00AM-12:00PM
<input type="radio"/> LAW PRACTICE MANAGEMENT & LEGAL ADMINISTRATORS SECTION LUNCHEON*	12:00PM-2:00PM
<input type="radio"/> LAW STUDENT SECTION*	2:00PM-3:00PM
<input type="radio"/> MASTER LAWYERS SECTION*	9:00AM-11:30AM
<input type="radio"/> MICHIGAN LAWYERS ALLIANCE*	9:30AM-12:30PM
<input type="radio"/> MICHIGAN PROBATE JUDGES ASSOCIATION	1:00PM-3:30PM
<input type="radio"/> PARALEGAL/LEGAL ASSISTANT SECTION*	9:00AM-12:00PM

*Open to all State Bar members

Register me for the Solo & Small Firm Institute:

(Includes materials download. Register for printed handbook and meals separately.)

DATES	INSTITUTE FEES
INSTITUTE BOTH DAYS 9/19-20/13	<input type="radio"/> \$195 EARLY BIRD* <input type="radio"/> \$245 REGULAR
INSTITUTE THURSDAY ONLY 9/19/13	<input type="radio"/> \$105 EARLY BIRD* <input type="radio"/> \$125 REGULAR
INSTITUTE FRIDAY ONLY 9/20/13	<input type="radio"/> \$105 EARLY BIRD* <input type="radio"/> \$125 REGULAR

Attending the Institute AND want the printed handbook?

PRINTED HANDBOOK TITLE	PRINTED HANDBOOK FEES
2013 SOLO & SMALL FIRM INSTITUTE	<input type="radio"/> \$75

Can't attend the Institute? Order the printed handbook!
(Price includes tax, shipping, and handling.)

PRINTED HANDBOOK TITLE	PRINTED HANDBOOK FEES
2013 SOLO & SMALL FIRM INSTITUTE	<input type="radio"/> \$220

Register me for the following Networking Events and Meals:

(Contact Amy Castner to reserve tables at meal events. (517) 346-6322 or acastner@mail.michbar.org)

EVENT TITLE	# OF TKTS	EVENT FEES
WEDNESDAY, SEPTEMBER 18, 2013		
STATE BAR AWARDS BANQUET	_____ x	<input type="radio"/> \$66 EARLY BIRD* <input type="radio"/> \$70 REGULAR
THURSDAY, SEPTEMBER 19, 2013		
CONTINENTAL BREAKFAST	_____ x	<input type="radio"/> FREE
STATE BAR INAUGURAL LUNCHEON	_____ x	<input type="radio"/> \$45 EARLY BIRD* <input type="radio"/> \$49 REGULAR
CELEBRATING DIVERSITY RECEPTION	_____ x	<input type="radio"/> \$10
FRIDAY, SEPTEMBER 20, 2013		
CONTINENTAL BREAKFAST	_____ x	<input type="radio"/> FREE
50-YEAR GOLDEN CELEBRATION LUNCHEON	_____ x	<input type="radio"/> \$45 EARLY BIRD* <input type="radio"/> \$49 REGULAR
LAW PRACTICE MANAGEMENT & LEGAL ADMINISTRATORS SECTION LUNCHEON	_____ x	<input type="radio"/> FREE

NAME _____	MI P # _____
FIRM _____	
ADDRESS _____	
CITY _____	STATE _____ ZIP _____
PHONE _____	FAX _____
SPECIAL AND DIETARY NEEDS _____	
PAYMENT INFORMATION	
2013 SOLO & SMALL FIRM INSTITUTE REGISTRATION SUBTOTAL	\$ _____
2013 SOLO & SMALL FIRM INSTITUTE PRINTED HANDBOOK SUBTOTAL	\$ _____
NETWORKING EVENTS REGISTRATION AND MEALS SUBTOTAL	\$ _____
TOTAL AMOUNT DUE	\$ _____
CHECK # _____	CHARGE MY: <input type="radio"/> VISA
CHECKS PAYABLE TO: STATE BAR OF MICHIGAN	<input type="radio"/> MASTERCARD
DEBIT/CREDIT CARD # _____	EXP DATE _____

PLEASE PRINT NAME AS IT APPEARS ON THE CREDIT CARD

SIGNATURE FOR CREDIT CARD _____


***Early bird pricing guaranteed through August 16, 2013.**
Cancellation Policy: Cancellation requests must be made in writing to the State Bar of Michigan before August 16, 2013 for a full refund. After August 16 a \$25 fee applies. No refunds will be made after August 30, 2013.
Accommodations: Discounted rates are available at the Radisson Hotel Lansing. See www.michbar.org/annualmeeting.cfm for details or call (517) 482-0188.
 To receive \$126.95 discounted rate, reservations must be made by August 19, 2013.

Register Today! Early Bird Savings End Aug. 16, 2013

3 Convenient Ways to Register with the State Bar of Michigan

 **REGISTER ONLINE**
www.michbar.org/annualmeeting.cfm

 **FAX**
 (517) 372-5921

 **MAIL**
 State Bar of Michigan, Attn: Annual Meeting Registration
 306 Townsend St., Lansing, MI 48933-2012