

**Somerset County Bar Association
Continuing Legal Education**

Course Information for CLE Credit Request

Please complete the following in order that we may submit a request to the State CLE Board for credit and publicize the event.

Course Date: *(if known)* _____

Location: *(if known)* _____

Course Title: _____

Course Timing (e.g.: 8:30 – 10:15 am): _____

Please submit a timed outline

Brief description of course/syllabus _____

Please provide copies of any handouts

Speaker's Name(s): _____

Please attach CVs for each speaker

- o
- o
- o
- o

Course Credit Information:

Minutes – general credit _____ minutes

Minutes – ethics/professionalism credit _____ minutes (must have a minimum of 50 min. to get credit)

Course qualifies for certification credits
for (check all that apply):

- civil trial law
- criminal trial law
- matrimonial law
- municipal court trial law
- workers' compensation law

Logistics Requirements:

- Overhead projector
- LCD projector
- Screen
- Easels for flip charts
- Microphones if yes, how many _____
- Seminar room set up
 - Front speaker's table
 - Classroom style seating
 - "U" shaped seating
 - "Square" shaped seating

Sponsoring Committee Name(s): _____
(if any)

Contact Person Name Telephone Fax

Email Address

Please complete and return to: SCBA • P.O. Box 1095, Somerville, NJ 08876-1095 • Fax: 908-685-9839