June 12-14, 2019
At the Cheyenne Mountain Resort
3225 Broadmoor Valley Rd. • Colorado Springs, CO

- 6 Innovative and Leading Plenary Sessions
- A choice of 18 Interactive Break-Out Discussions
- SUCCESSFUL & DIVERSE Faculty Members
- A FUN Social Track
- PRACTICAL & USEFUL Time with Your Solo-Small Firm Colleagues and Friends

Co-sponsored by the Colorado Bar Association Solo-Small Firm Section, the El Paso County Bar Association, and the Colorado Bar Association’s Young Lawyers Division

Submitted for 10 General CLE Credits, Including 3.2 Ethics Credits
You must attend the ethics sessions to claim ethics credit.

REGISTER TODAY ONLINE! Go to www.cba-cle.org
Co-Sponsored by the Colorado Bar Association Solo-Small Firm Section, the El Paso County Bar Association, and the Colorado Bar Association’s Young Lawyers Division, the planners of this unique event have put together an innovative format, a high-quality faculty, and a schedule with both curriculum and social options to self-style learning and value.

The premier 2019 Institute, featuring innovative and leading keynote speakers, the CBA President’s Reception and awards, fun social opportunities for families and individuals, and interactive learning, will run concurrently with the Bar Association’s Board of Governors Meeting, and most importantly, is designed to foster and encourage success for you, the solo and small firm practitioner in Colorado.

- **SUCCESSFUL AND DIVERSE FACULTY MEMBERS**

  **Sam Glover, Founder of Lawyerist.com**
  Sam is the founder of Lawyerist.com, the place for lawyers to learn how to start, manage, and grow a modern law practice, and home to the community of innovative lawyers building the future of law. Sam’s site has built a plethora of resources to help you grow your firm, and to support the Lawyerist “tribe” of small-firm lawyers who are building sustainable law practices for the next 20 years and beyond.

  **Alli Gerkman, Senior Director at IAALS**
  Alli oversees IAALS’ programmatic objectives and strategy, with expertise in legal education, the legal profession, and delivery of legal services. Under her leadership, IAALS launched Foundations for Practice to identify the foundations new lawyers need for success; to develop models of legal education that support those foundations; and to advance a culture of legal hiring that results in a better fit for the employee, the employer, and the client. She was recently selected as a “40 Under 40” by the Denver Business Journal.

- **A CHOICE OF 18 INTERACTIVE BREAKOUT DISCUSSIONS**

- **6 INNOVATIVE PLENARY PRESENTATIONS**
  - 60 Legal Tech Tips, Gadgets, Apps, and Websites
  - Best Practices in Litigation
  - Client-Centered Pricing: Profitable Alternatives to the Billable Hour
  - Think Like a Client Lawyer
  - What Makes Us Successful as Solo and Small Firm Practitioners?
  - What Solo-Small Firm Success Looks Like — Now and over the Next 8 Years

AND MUCH MORE – REGISTER TODAY!

**June 12-14, 2019**
Cheyenne Mountain Resort
3225 Broadmoor Valley Rd.
Colorado Springs, CO

**REGISTER ONLINE NOW!**
Go to [www.cba-cle.org](http://www.cba-cle.org)
SPONSORSHIP OPPORTUNITIES ARE STILL AVAILABLE! For more information, please contact Melissa Higham at mhigham@cobar.org
11:00 AM - 4:00 PM  Registration

Noon - 12:20 PM  Welcome and Opening Remarks
Extended by Danaé D. Woody, Esq., Program Chair

12:30 - 1:30 PM – BREAKOUT SESSION #1 - Please indicate the session you wish to attend on the registration form

#101  How to Remain in the Good Graces of the Bar and Your Malpractice Carrier: Wait, that Lawyer did WHAT? The Insider’s Guide to Staying out of Trouble
- Learn how to “stay off the radar” of the state bar and your LPL carrier
- Learn the proper steps to take if you (allegedly or actually) make a mistake, and learn what not to do
- Have a chance to ask hypothetical questions
Presented by Jaimee Reed, J.D.

#102  Your Firm’s Small Firm Scorecard™: Get a Customized Roadmap to Success for Your Customized or Small Law Firm
- Get a score on the Small Firm Scorecard™
- Get an improvement roadmap customized to your law firm
- Get clarity on the way forward for your law firm
- Get answers to any questions about the Small Firm Scorecard™
Presented by Sam Glover, J.D.

#103  2019 Colorado Legislative Session Review: The CBA’s role in the Legislative Process, Ensuring and Defending the Integrity of Colorado Statutes
- An overview of the legislature and legislative process in Colorado
- Bills and legislative hot topics from the 2019 session
- How members can be involved in the legislative process
Presented by Elisabeth Rosen, and Jeremy Schupbach

1:30 - 1:45 PM  Networking Break – Please Visit Your Sponsors!

1:45 - 2:45 PM – BREAKOUT SESSION #2 - Please indicate the session you wish to attend on the registration form

#201  How a Niche Solo Practice Can Holistically and Ethically Service Unrelated Practice Areas for its Clients
Presented by Jay Kamlet, Esq.

#202  Contract Labor Roles, Law and Best Practices for SSF
Scaling a solo or small firm doesn’t have to be a huge capital investment. Utilizing best practices around contract attorneys, technology, and viewing legal services as a customer experience can yield growth and success. This isn’t your parents’ version of a law firm!
Presented by Rehan Hasan, Esq.

#203  Fables, Fairytales, and Facts: Use the Power of Storytelling to Win Clients and Cases
- What makes good stories so compelling?
- How can you tell powerful and persuasive stories that will resonate with your clients, the court, and other audiences?
- Explore how to tell your stories in creative and innovative ways, using new tools and technology
- Learn to connect with your audience and gain confidence and comfort with public speaking
Presented by Laurie Gilbertson, Esq., and Jason Slothouber, Esq.

2:45 - 3:00 PM  Networking Break – Please Visit Your Sponsors!

3:00 - 4:00 PM  PLENARY SESSION: What Solo-Small Firm Success Looks Like — Now and over the Next 8 Years
Trends, challenges, obstacles, and opportunities to beat the competition to the future of law practice,
- The background trends shaping solo and small firm law practice
- The challenges common to most solo and small firms
- The obstacles preventing solo and small firms from overcoming those challenges
- The core concepts solo and small firms need to master in order to meet their challenges and adapt to the trends shaping the practice of law
- Concrete tasks you can start working on as soon as you get back to work – leave #COSSF with momentum!
Presented by Sam Glover, J.D.

4:30 - 6:00 PM  Beach Party – The beach, on the banks of Cheyenne Mountain Resort’s private lake, is the perfect place to relax and enjoy time with your family, friends and colleagues. Join us for:
- An axe throwing tournament (adults only)
- Games on the beach (Horseshoes, volleyball, giant Jenga, and giant Connect Four)
- A s’mores roasting station
- Drinks and snacks

6:00 PM  Dinner on Your Own
8:00 - 11:00 PM – CLE UNDER THE STARS – Sponsored by Thomson Reuters

It might be dark outside, but it’s not “lights-out” at CLE Under the Stars! Join your friends and colleagues for some after-hours learning. This 2-hour CLE will feature engaging and quick-moving TED-Talk style presentations on trial practice. Afterward, move into the Silent Disco. You can wear wireless headphones and jam out to three different music channels, or have a drink and watch your colleagues dance the night away. It’s a glow-in-the-dark networking event that is not to be missed!

• CLE Session: 8:00 - 10:00 PM
• Silent Disco: 9:00 - 11:00 PM (Open to all participants, including those not attending the CLE session)

8:00 - 10:00 PM: BEST PRACTICES IN LITIGATION

8:00 - 8:20 PM
Start at the Beginning: Developing the Theory of the Case by Thinking Ahead to Trial
• Is the theory of the case the same as your theme for the case?
• Messaging of your theory throughout the life of the case as a key trial technique
• Letting your theory evolve based on the facts and law
• Organizing pre-trial practice to bolster your theme
• Organizing your trial presentation to best convey your theme to judge and jury
Presented by Nicole M. Black, Esq.

8:20 - 8:40 PM
No Trial Notebook? What’s the Worst that Could Happen?
• Why organization is important
• Your style is your style: find one
Presented by Jason A. St. Julien, Esq.

8:40 - 9:00 PM
Witness Preparation: Where You Win Your Case
• “Hold Their Hand”
• Preparation v. Coaching
• Know Their “Baggage”
• The “Truth Statement”
Presented by Jason A. St. Julien, Esq.

9:00 - 9:20 PM
Why Effective Direct Examination is About Listening to the Room
• Easing into the case: your witness’s credibility begins the dialogue of your case
• Managing the podium: what to have with you and what to have at counsel table, and why
• Managing yourself as the examiner: listen, then listen harder
• Managing your witness’s: an on-point witness is the star
• Managing your time: the importance of recognizing witness fatigue and counsel monotony
• Wrapping up: let the witness’ words reinforce your theme and tie up loose ends
Presented by Nicole M. Black, Esq.

9:20 - 9:40 PM
Voir Dire Techniques – Setting the Stage for Success
• Building credibility and breaking “lawyer” stereotypes
• Keeping the jury talking
• The ABC’s of deselection
• Using preemptory and cause challenges
• Planting seeds for closing
Presented by Jake C. Eisenstein, Esq.

9:40 - 10:00 PM
Closing Arguments – Arming Your Favorable Jurors
• Structuring your closing
• Focusing on case themes
• Teaching the law
• Using evidence to support the law
• Being sincere
Presented by Jake C. Eisenstein, Esq.

10:00 PM
Adjourn to Silent Disco

9:00 -11:00 PM
Silent Disco – Sponsored by THOMSON REUTERS

continued >
DAY 2 AGENDA • Thursday, June 13, 2019

7:00 - 8:00 AM  Yoga on the Deck

7:00 - 8:00 AM  Walking Group

8:00 - 9:30 AM  Breakfast Buffet

8:30 - 9:00 AM  Registration

8:30 - 10:30 AM  SOCIAL TRACK: Guided Hike

8:45 AM  Good Morning Remarks
Extended by Danaé D. Woody, Esq., Program Chair, and Patrick Flaherty, CBA Executive Director

9:00 - 9:50 AM  PLENARY SESSION: What Makes Us Successful as Solo and Small Firm Practitioners?
• Creative models, practices, and ideas
• Everything from billing software to hiring and firing
Presented by Jennifer D. Chamberlain, Esq., Rehan Hasan, Esq., April D. Jones, Esq., Chuong M. Le, Esq., and Qusair Mohamedbhai, Esq.
Moderated by Jay Kamlet, Esq.

9:50 - 10:00 AM  Transition to Breakout Sessions

10:00 - 10:50 AM  BREAKOUT SESSION #3 - Please indicate the session you wish to attend on the registration form

#301  Digital Forensics
• What types of digital evidence exist?
• Common evidentiary issues and mistakes made when offering electronic evidence for admission
• The most persuasive ways to present and utilize digital evidence
Presented by Edward A. Gleason, Esq., Honorable Timothy J. Schutz, and Joy Allen Woller, Esq.

#302  Mitigating Stress and Compassion Fatigue (1 ETHICS CREDIT)
• An ethics CLE for busy attorneys who want to reduce their stress
• Learn quick and practical ways to mitigate the effects of chronic stress without adding to your to-do list
• Learn the neurobiology of stress, why it is contagious, and how to make the stress “work for you” before it becomes compassion fatigue or burnout
Presented by Sarah Myers, Esq., LMFT, LAC

#303  Maximizing your Online Presence and Social Media
• How to use social media effectively, and ethically, to market your solo practice and small law firm
• Provide an overview of the ethical and practical considerations when using social media
Presented by Honorable Adam J. Espinosa, and Meranda Vieyra

10:50 - 11:00 AM  Networking Break – Please Visit Your Sponsors!

11:00 - 11:50 AM  BREAKOUT SESSION #4 - Please indicate the session you wish to attend on the registration form

#401  Informed Decisions: A New Approach to Legal Writing
• Understand why most writing advice doesn’t work and learn how to overcome the mental barriers to improving your writing
• Shed the habits and defaults ingrained into us by law school and English teachers, while embracing the options and choices that can distinguish your briefs
• Learn tangible ways to improve parts of your briefs tonight, including introductions, headers, and citations
Presented by Michael A. Blasie, Esq.

#402  Dealing with Difficult Clients and Secondary Trauma (1 ETHICS CREDIT)
• An ethics CLE for attorneys who deal with stressful clients and difficult people (such as opposing counsel) on a regular basis
• Learn effective and practical ways to communicate with difficult clients and personalities
• Learn how to manage your response to stressful situations and people to prevent secondary trauma and burnout
Presented by Chip Glaze, J.D., LMFT

#403  LinkedIn for Lawyers
• Bring your laptop to this interactive presentation and walk away with real-time updates to your LinkedIn profile
• Information provided will help with ideas on how to develop a top-notch profile and create a unique strategy to promote your SSF on LinkedIn
Presented by Meranda Vieyra

continued >
12:00 - 1:30 PM Round Table Lunch – Join other attorneys from your practice areas for this networking lunch.

1:30 - 2:20 PM PLENARY SESSION: Think Like a Client Lawyer

In law school, we learn to think like lawyers. But if lawyers want to develop a successful practice, they must learn to think like clients. To get inside the heads of clients, IAALS reviewed ten years of reviews left by clients on the leading legal marketplace in the United States. This deep dive gives lawyers more information than they’ve ever had about what clients want… and gives clients the voice they deserve.

• Learn the five key things clients want in their lawyers
• Hear how clients describe lawyers who exemplify these five things
• Discuss how you can better understand how *your* clients perceive your value — and how to use that information to improve your practice

Presented by Alli Gerkman, J.D.

1:30 - 3:10 PM OPTIONAL SMALL GROUP DROP-IN: Individual Analysis and Feedback on your Professional LinkedIn, Facebook, Twitter, and Instagram profiles, with Meranda Vieyra

2:20 - 3:10 PM PLENARY SESSION: Client-Centered Pricing: Profitable Alternatives to the Billable Hour

An introduction to modern representation!

• What is client-centered pricing?
• Why doesn’t the billable hour work for lawyers, and why doesn’t it work for clients?
• Alternatives to the billable hour
• How to implement Client-Centered Pricing with practical tools like process mapping, and using a budget to set pricing
• Introduction to Legal Entrepreneurs for Justice and other Modern Law Practice Initiative (MLPI) resources

Presented by Honorable Melissa Hart, Erika L. Holmes, Esq., and Lauren Lester, Esq.

2:20 - 3:10 PM OPTIONAL SMALL GROUP DROP-IN: How to Garner Client Feedback, with Alli Gerkman, J.D.

3:10 - 3:25 PM Networking Break – Please Visit Your Sponsors!

3:25 - 4:25 PM PLENARY SESSION: 60 Legal Tech Tips, Gadgets, Apps, and Websites

The best of legal technology, practice management, electronics, and incredibly useful websites for lawyers. This rapid-fire, entertaining session is full of great ideas you can immediately incorporate into your practice.

Presented by Barron K. Henley, Esq., and Paul Unger, Esq.

4:30 - 6:30 PM CBA President’s and Board of Governor’s Reception

Join outgoing CBA President John Vaught, the CBA Board of Governors, and the CBA Young Lawyers Division for remarks, awards, a bar, and a variety of tasty treats. Followed by music and entertainment.

4:30 - 6:30 PM Family Beach Party

Return to the beach for another casual evening. You can have a re-match on horseshoes, volleyball, giant Jenga, and giant Connect Four. Kids can get their faces painted and a balloon artist will join the party. Light snacks and non-alcoholic beverages will be provided.

DAY 3 AGENDA • Friday, June 14, 2019

7:00 - 8:00 AM Yoga on the Deck

7:00 - 8:00 AM Walking Group

7:30 - 9:00 AM Round Table Breakfast

Choose a table/topic and enjoy breakfast with other attorneys while discussing:

• Women in Law
• Young Lawyer Practice
• Law Practice Management
• Technology Tips
• Client-Centered Pricing

continued >
DAY 3 AGENDA • Friday, June 14, 2019 continued

9:00 - 10:00 AM SOCIAL TRACK: Paddleboarding

9:00 - 10:00 AM SOCIAL TRACK: Spin Class

9:00 AM - 12:00 PM Board of Governors Meeting

9:30 - 10:30 AM BREAKOUT SESSION #5 - Please indicate the session you wish to attend on the registration form

#501 The Future is Now: What you Need to Know About Running a Virtual Law Office
• Hear the key topic that you will need to address to successfully run a Virtual Law Office
• From marketing to managing employees and everything in between!
Presented by H. Michael Drumm, Esq.

#502 Establishing a Niche Practice: How I Developed a Marijuana Industry Practice Never Thought my Whole Career Would go to Pot!
• How to identify and learn a new practice area
• Tips for staying ahead of the curve and capturing a market
• Learn to be flexible to allow your practice to evolve in other areas
Presented by Clifton L. Black, Esq.

#503 Cradle to Grave Organizational Issues and Succession Planning for Solo-Small Firm Lawyers and Law Firms
(1.2 ETHICS CREDITS)
• What is succession planning and why you should consider it
• Ethical considerations related to succession planning
• Practical suggestions for preparing your practice for death or disability
• Resources for succession planning
Presented by Gregory G. Sapakoff, Esq., and Marti Whitmore, Esq.

9:30 - 10:30 AM OPTIONAL SMALL GROUP DROP-IN:
• Business Planning, with Barron K. Henley, Esq., and Paul Unger, Esq.
• Advice on Implementing Client-Centered Pricing, with Erika L. Holmes, Esq., and Lauren Lester, Esq.

10:30 - 10:50 AM Networking Break – Please Visit Your Sponsors!

10:50 - 11:50 AM BREAKOUT SESSION #6 - Please indicate the session you wish to attend on the registration form

#601 Negotiating Skills
Presented by Honorable Nancy Rice (ret.)

#602 Pretrial Discovery Disputes – How to Wield a Sword Without Falling on It
• Traps to avoid
• Third party discovery
• Client management
• Effective practices and techniques
• Reconsideration and appellate review
Presented by Andrew J. Felser, Esq., David Seserman, Esq., Honorable Kathleen M. Tafoya, and J. Gregory Whitehair, Esq.

#603 Tame the Digital Chaos – Distraction, Time, Task, and Email Management
Lawyers live in an age of constant technology distractions, connectivity, and information overload.
• Learn how to take back control and own your technology instead of it owning you
• Discover distraction management techniques and time and task management methods in Outlook to regain control of your days
Presented by Paul Unger, Esq.

10:50 - 11:50 AM OPTIONAL SMALL GROUP DROP-IN:
• Business Planning, with Barron K. Henley, Esq., and Paul Unger, Esq.
• Advice on Implementing Client-Centered Pricing, with Erika L. Holmes, Esq., and Lauren Lester, Esq.

11:50 AM Adjourn - Thank You for Attending the First Annual Solo-Small Firm Institute!

1:30 - 4:30 PM SOCIAL TRACK: Golf – Tee Times Available. Book on your own. Call the Country Club of Colorado at Cheyenne Mountain Resort at 719-538-4095
INSTITUTE FACULTY

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Woody Law Firm, LLC
Denver, CO

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Michele Clark Law & Mediation
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Assistant United States Attorney
United States Attorney’s Office
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U.S. District Court – District of Colorado
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Hockersmith & Whitmore LLC
Ridgway, CO

Joy Allen Woller, Esq.
Lewis Roca Rothgerber Christie LLP
Denver, CO

*Also a Faculty Member
CHEYENNE MOUNTAIN RESORT
3225 Broadmoor Valley Rd. • Colorado Springs, CO 80906

*Rooms are being held for guests of the Solo-Small Firm Institute until May 20, 2019, or until the room block sells out — book your room now!*

Known for its breathtaking mountain views, exceptional accommodations, fine dining, myriad of activities and comprehensive conference facilities, the Cheyenne Mountain Resort offers the ultimate Colorado experience.

**TO RESERVE YOUR ROOM**
- Please call **1-800-588-0250** and mention the “Colorado Bar Association-CLE” or “2019 Solo Small Firm Institute” or
- Visit: [https://book.passkey.com/e/49797221](https://book.passkey.com/e/49797221)

**ROOM RATES**
Single/Double Occupancy Rate: **$189 plus applicable taxes**
- Rates above will be extended to guests wishing to extend their stay for 3 days before and 3 days after the guest room block, based on availability.
- All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The balance is due upon arrival.

**RESORT FEE**
A resort fee of **$24 per room per night** will be assessed. The resort fee includes daily self and valet parking, complimentary wireless internet, use of the fitness center, tennis courts, pool and more!

**GETTING HERE**
Cheyenne Mountain Resort is just a 20-minute drive from the Colorado Springs Airport, offering 120 daily flights from 10 commercial airlines. The property is approximately an hour’s drive from Denver and Denver International Airport.

**DIRECTIONS**
- From I-25
  - Take Exit 138 for Circle Drive/Lake Ave.
  - Turn west (toward the mountains)
  - Drive two miles to CO-115 South
  - Continue under the overpass and turn left onto the CO-115 S ramp
  - At the first traffic light, take a right onto Cheyenne Mountain Blvd.
  - Take your first left on Broadmoor Valley Rd.
  - In three blocks, Cheyenne Mountain Resort will be on your left

- From Colorado Springs Airport
  - Go west on Milton E. Proby Pkwy. toward Service Rd.
  - In 3 miles, turn left onto S. Academy and stay in the middle lane
  - Follow Academy 4 miles to Highway 115
  - Exit north at Highway 115
  - In 1 mile, turn left on Cheyenne Mountain Blvd.
  - Take your first left on Broadmoor Valley Rd.
  - In three blocks, Cheyenne Mountain Resort will be on your left

**DON’T WAIT ... MAKE YOUR RESERVATIONS TODAY!**
**LIVE INSTITUTE ORDER FORM**

Institute tuition includes course materials and admission to the entire Institute, including listed meals and social activities.

*PLEASE NOTE: All attendees will receive the course materials digitally via email prior to the Institute.*

### STEP 1 - TUITION:

<table>
<thead>
<tr>
<th>Payment Category</th>
<th>Price</th>
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<tr>
<td>CLE Elite Pass Holder</td>
<td>$219</td>
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<tr>
<td>New Lawyer Edge Partner</td>
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<td>CLE Basic Pass Holder</td>
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<td>El Paso County Bar Association Member</td>
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<tr>
<td>CBA Member</td>
<td>$399</td>
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<tr>
<td>Non-Member</td>
<td>$549</td>
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</table>

### STEP 2 - MATERIALS FORMAT:

- [ ] Digital Download via EMAIL (sent 24-48 hrs. prior to the institute)
- [ ] Printed Book (pick up at institute)

### STEP 3 - BREAKOUT SESSIONS:

Please indicate which breakout sessions you wish to attend.

- [ ] SESSION 1: Day 1 - 12:30 - 1:30 pm #101
- [ ] SESSION 2: Day 1 - 1:45 - 2:45 pm #201
- [ ] SESSION 3: Day 2 - 10:00 - 10:50 am #301
- [ ] SESSION 4: Day 2 - 11:00 - 11:50 am #401
- [ ] SESSION 5: Day 3 - 9:30 - 10:30 am #501
- [ ] SESSION 6: Day 3 - 10:50 - 11:50 am #601

### STEP 4 - SOCIAL EVENTS:

Please indicate which functions you plan to attend. Receptions are included with your tuition.

- [ ] Wednesday Beach Party
- [ ] Wednesday CLE Under the Stars:
  - [ ] CLE Program
  - [ ] Silent Disco
- [ ] Thursday CBA President’s and Board of Governors Reception
- [ ] Thursday Family Beach Party

### STEP 5 - RECEPTION GUESTS:

Skip this step if you are not bringing any guests. Receptions on Wednesday and Thursday are complimentary for guests.

- [ ] Wednesday Beach Party:
  - # of Adult Guests: _______, # of Children: _______
- [ ] Wednesday Silent Disco:
  - # of Adult Guests: _______
- [ ] Thursday Reception:
  - # of Adult Guests: _______
- [ ] Thursday Family Beach Party:
  - # of Adult Guests: _______, # of Children: _______

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**HOMESTUDY ORDER FORM**

Institute homestudy submitted for 28 General CLE credits, including 3.2 Ethics credits

### STEP 1 - SELECT DESIRED PRODUCT FORMAT:

- [ ] MP3 Audio Download (SS061219J)
- [ ] Paper course materials and recorded homestudy on Audio CD (SS061219D)

### STEP 2 - SELECT PAYMENT CATEGORY:

- [ ] CLE Elite and Basic Pass Holder (audio download only): FREE
- [ ] New Lawyer Edge Partner (audio download only): $204.50
- [ ] CBA Member: $409
- [ ] Non-member: $899

**NOTICE:** Shipping & handling only applies to orders you receive via mail. Materials will be mailed to you approximately 2 weeks after live program.

**Applicable Sales Tax:** 
(8.31% Denver, 4% RTD and 2.9% rest of Colo.)

### HOMESTUDY ORDER FORM TOTAL $ __________

#### Name(s) __________________________________________________________________________

#### Atty. Reg. No. _______________________________________________________________________

#### Firm/Organization ___________________________________________________________________

#### E-Mail Address _____________________________________________________________________

#### Street Address _______________________________________________________________________

#### City /State / Zip ____________________________

#### Telephone ( ) ____________________________

### PAYMENT METHOD:

- [ ] Check made payable to CBA-CLE
  - [ ] VISA
  - [ ] MasterCard
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