APPLICATION FOR ACCREDITATION OF CONTINUING LEGAL EDUCATION ACTIVITY

State of Vermont MCLE Program, 2418 Airport Road, Suite 2, Barre, VT 05641.

Substantiating information must be attached to receive credit.

1. Sponsoring organization: _____
   Address: _____

   Tel: ( ) - _____ Fax: ( ) - _____ Email: _____

2. Title of Educational Activity: _____

3. Date(s) and location(s): _____

4. Registration fee: _____

5. Writing surface available? ☐ Yes ☐ No

6. Method(s) of presentation: ☐ Live ☐ Self-study ☐ faculty in room with participants ☐ discussion leader present ☐ videotape ☐ audiotape ☐ on-line computer ☐ satellite ☐ telephone ☐ CD Rom ☐ correspondence

7. Advertised to: ☐ Lawyers; ☐ Clients; ☐ Others (specify); _____

8. List any admission restrictions: _____

9. "In-house activity" requirement (see rules to determine applicability):
   ☐ open/publicized to outside lawyers; ☐ outsiders are ___ % of faculty; ☐ clients are ___ % of audience

10. Method of evaluation: ☐ participant critique; ☐ independent evaluator; ☐ none ☐ other _____

11. Description of materials to be distributed: ☐ total pages ☐ looseleaf ☐ bound ☐ CD Rom

12. REQUIRED ATTACHMENTS to this application
    a. time schedule (brochure, course outline, course description)
    b. table of contents or equivalent
    c. faculty names (s) and credentials (if not in brochure or description)
    d. late fee of $50 (if more than 30 days after event)

13. Total minutes of instruction, not including breaks, meals, keynote speakers or introductions:

    General (non-ethics) _____
    Ethics _____

    Total: _____

14. Approval by other states: Granted by _____
    Denied by _____

15. Submitted by: ☐ employee of sponsor/provider ☐ individual lawyer

SPONSOR OBLIGATION: Sponsor acknowledges and agrees to comply with all State Rules and Regulations.

Sponsor Representative _____
Title _____

Signature _____
Date _____

Attorney Name _____
Address _____
Telephone _____
Email _____

Signature _____
Date _____

3/05 SML