

THE CONTINUING LEGAL EDUCATION COMMITTEE OF THE  
CENTRAL FLORIDA PARALEGAL ASSOCIATION, INC. ("CFPA")

CORDIALLY INVITES YOU TO ATTEND:

**"Paralegal Ethics & Professionalism: Do's and Don'ts"**

A total of 3.5 hours of Ethics credit from National Association of Legal Assistants ("NALA") has been awarded for this half-day seminar.

**SPACE IS LIMITED; YOU MUST PRE-REGISTER**

Date: Friday, December 4, 2009  
Check-in begins at 1:30 p.m.  
Seminar: 2:00 to 5:30 p.m. (Just prior to Annual Meeting & Holiday Social)  
Location: Orlando Marriott Downtown Hotel – Garland Room  
400 West Livingston St. (across from Amway Arena)  
Orlando, Florida 32801 (Valet parking; cash only)

- **RECOGNIZING THE SIGNS & SYMPTOMS OF ATTORNEY & PARALEGAL IMPAIRMENT - *Substance Abuse and Behavioral Health Issues Which Could Lead to Malpractice and Unethical Conduct***, presented by Michael Cohen, Esq., Executive Director of Florida Lawyers Assistance Program, Ft. Lauderdale, FL
- **RULE 20 UPDATE FOR FLORIDA REGISTERED PARALEGALS – *FRP District Committee Responsibilities & Complaint Process***, presented by Ghunise Coaxum, Esq., UPL Counsel, The Florida Bar
- **ETHICAL CONSIDERATIONS IN E-DISCOVERY – *Ethical Communication, It's Not Just For Litigation***, presented by Suzanne Meehle, Esq., Partner, Innes & Meehle, LLC, Orlando, FL
- **UPL CASE STUDIES – *Paralegal Conduct Which Could Cross the Line***, presented by Alyson Innes, Esq., Partner, Innes & Meehle, LLC, Orlando, FL
- **REPORTING AND RECOVERING BILLABLE PARALEGAL TIME – *How to Manage Your Time and Ethically Record It***, presented by Denis L. Durkin, Esq., Baker & Hostetler, LLP, Orlando, FL

CFPA's Annual Meeting and Holiday Social will immediately follow the Ethics Seminar. Please be sure to RSVP separately via the E-Vite invitation to be able to attend the Annual Meeting and Holiday Social. Visit our website for information. Please bring non-perishable food items to benefit Second Harvest Food Bank.

NAME FOR REGISTRATION AND CERTIFICATE OF ATTENDANCE: (Please send registration even if using PayPal)

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CFPA MEMBER \_\_\_\_\_ OR NON-MEMBER \_\_\_\_\_  
CLA \_\_\_\_\_ CP \_\_\_\_\_ ACP \_\_\_\_\_ FRP \_\_\_\_\_ FACP \_\_\_\_\_ OTHER \_\_\_\_\_

**SEMINAR FEE FOR MEMBERS \$25.00; NON-MEMBERS \$40.00. PAY PAL is also available on the CFPA Website. If paying by cash, EXACT CASH ONLY will be accepted.**

Cancellation/Refund Policy: If you are unable to attend a seminar that you have pre-registered for and wish to receive a refund of your paid seminar fee, you must cancel your attendance within 2 business days prior to the event by emailing or calling the CLE Chair at the email address and/or phone number provided on the registration form.

**Please make checks payable to CFPA, Inc. (or use PayPal on website: [www.cfpainc.org](http://www.cfpainc.org))**

Mail payment and individual registration forms to: Theresa K. Thomas, CP, FRP  
c/o Baker & Hostetler LLP, P. O. Box 112, Orlando, FL 32802

QUESTIONS: (407) 649-4064

Email: [CLEChair@cfpainc.org](mailto:CLEChair@cfpainc.org)

