



Speaker Information for GEORGIA MANDATORY CLE HOURS

**This form MUST be returned within 30 days following the Seminar.
NO credit will be entered until this form is received by ICLE.**

ICLE wishes to insure that speakers receive all of the credit to which they are entitled. Rule 8-104 allows Georgia attorneys to carry forward two (2) ethics and two (2) professionalism hours for two (2) succeeding years only and twelve (12) CLE hours for one succeeding year only. **If you have more MCLE credits than you can carry forward, you need not return this form and no CLE credit will be reported.**

In addition to their hours of attendance at seminars in which they participate, chairpersons and speakers are entitled to an additional 3 CLE hours for **preparing substantive materials** for each hour of presentation, or major portion thereof. Repeat representations qualify for one half of this credit. Program chairpersons are entitled to an additional 3 CLE hours for organizing the seminar. CLE hours can be checked at the State Bar's website: www.gabar.org. The Institute will pay all MCLE fees for chairpersons and speakers.

ICLE will compute and record CLE hours with the State Bar. (See Rule 8-106. Hours and Accreditation.) Simply check one box in **Section I**, and the applicable boxes in **Section II**. If you did not attend the entire seminar, designate when you arrived at the seminar and when you left. If you have any questions, please call ICLE at 1-800-422-0893, ext. 306; or email: ckascak@iclega.org.

Name: _____ Georgia Bar Number: _____

Seminar Title: _____

Seminar Date: _____

SECTION I. CHECK ONE:

- I attended the entire seminar.
- I did not attend the entire seminar. My arrival & departure times are listed below:

DATE(S) ATTENDED:	TIME ARRIVED:	TIME DEPARTED:
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

SECTION II. CHECK APPLICABLE:

- I should receive extra credit for chairing the program.
- I should receive extra credit for preparing and presenting substantive written materials.
- I did not prepare substantive materials and am not entitled to extra credit.

MAIL TO: **ICLE**
 P. O. Box 1885
 Athens, GA 30603-1885

OR

FAX TO: **706-369-5899**

ICLE Website: www.iclega.org