CLE Request Form
Office of Professional Conduct

Your name and Bar number: ____________________________________________________

Your telephone number and email address: ________________________________________

Group requesting the presentation: _______________________________________________

Are you advertising the presentation as Ethics or Professionalism and Civility? (only circle one)

Are there specific questions or topics you would like covered regarding ethics or professionalism/civility? (specify whether it is ethics or professionalism/civility)

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

Has the CLE been accredited by the MCLE department? Yes/No

Date, time and location of presentation: ___________________________________________

___________________________________________________________________________

How long would you like the presentation to be? ___________________________________

Will there be a panel? Yes/No. If yes, who are the other panelists? _____________________

___________________________________________________________________________

___________________________________________________________________________

Approximate audience size: ____________________________________________________

Do you need written materials? Yes/No

Will the following equipment be available? (circle all that apply) lap top, projector, screen, microphone, podium, other: ______________________

Is remote presentation possible? Yes/No

Please submit the completed form to opc@opcutah.org at least thirty days prior to your anticipated CLE.