



FLYER QUESTIONNAIRE

1. What is the TITLE of your program?

2. Please include a SHORT description of your program.

3. Are you offering CLE credits? If so, please provide the number of credits and the applicable categories -- (a) Ethics and Professionalism, (b) Skills, (c) Law Practice Management, (d) Professional Practice, and/or (e) Diversity, Inclusion and Elimination of Bias.

4. What Committee(s) is/are presenting the program?

5. What are the full name(s) and title(s) of your speakers?

6. What are the full name(s) and title(s) of your moderators (if applicable)?

7. What is the proposed date of your program? Please check with the Corresponding Secretary and with Elisabeth Campos for any conflicts.

8. What time is your program? Please specify windows of time for registration and the program itself, if applicable.

9. Where will the program be held? Please provide the full name of the venue and the address.

10. What is the fee for your program? We strongly recommend that you consider one price for those attendees who pre-register and one price for those who do not. If you agree, please fill out the following

Registration and Payment prior to [RSVP DATE]: _____
For CLE Credit: \$[_____] WWBA Members; \$[_____] non-WWBA Members
Without Preregistration and Prepayment:
For CLE Credit: \$[_____] WWBA Members; \$[_____] non-WWBA Members

If the above is not applicable for your program, please provide fee information

11. Will you be offering food? If so, please provide a description (e.g., “Light Supper Included” or “Dinner Provided” or “Refreshments Included”)

12. Who is your sponsor? Please provide their full title. If your sponsor prefers that their logo be included on the flyer, please send their logo as JPEG file to executivedirector@wwbany.org.
