

1. Sponsoring Organization (Name, Mailing Address):
 Name: Judicial Conference of the Fourth Circuit
 Address: 1100 East Main Street, Suite 617
Richmond, VA 23219
 Phone: 804-316-2183 Fax: _____
 E-mail: caron_panlcccla@ca4.uscourts.gov

2. Title of educational activity: Circuit Judicial Conference

3. Date(s) and location(s): May 23-25, 2016 in White Sulphur Springs, WV

4. Registration fee: \$250

5. Writing surface available: yes

6. Delivery Method(s): faculty in room with participants; telephone to broadcast site;
 interactive video; satellite; audiotape presentation; videotape presentation;
 interactive computer/internet; discussion leader present.

7. Advertised to: Lawyers; Clients; Others (specify, list %): n/a

8. List any admission restrictions: closed conference - by membership and invitation only

9. "In-house activity" requirement (see local rules to determine applicability): N/A
 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 100+ looseleaf; bound
 Distributed: Before Program; At program; Other: conference website

12. REQUIRED ATTACHMENTS to this application:
 - a. time schedule (brochure, course outline, course description)
 - b. table of contents or equivalent
 - c. faculty name(s) and credentials (if not in brochure or description)
 - d. \$50 fee for each application (payable to the WV State Bar)
 if submitted at least 30 days prior to the activity. \$100 if submitted less than 30 days prior to the activity.

13. Total MINUTES of instruction, not including breaks, meals, or introductions/closing remarks:

GENERAL (non-ethics): 335
 Ethics (minutes): _____
 Substance Abuse (minutes): _____
 Office Management (minutes): 90
 Elimination of Bias (minutes): 75
 TOTAL MINUTES: 500

14. Approval by other states:

Granted by: Applications pending: VA, NC, SC, NY, PA, OH, NY by reciprocal agreement
 Denied by: _____

15. Submitted by employee of sponsor/provider; individual lawyer

SPONSOR OBLIGATIONS: Sponsor acknowledges and agrees to comply with all local rules and regulations provided on The West Virginia State Bar website - www.wvbar.org.

Sponsor/Attorney: Caron B. Paniccia, Assistant Circuit Executive for Administration
 Signature: *Caron B. Paniccia*
 Title: 79th Judicial Conference of the Fourth Circuit
 Date: April 8, 2016

 STATE ACCREDITATION OFFICE DECISION (To be completed by the state accreditation office and returned to applicant)

RETURNED for more information. Please complete each item on the form indicated by the number(s) circled below: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

APPROVED for 10.0 MCLE credits, including 3.30 Ethics/Office Mgmt/Substance Abuse/Elimination of Bias Credits

DENIED Reference _____

SEE ATTACHED MATERIALS

Date: 4/13/16 CLE Staff *Hope L Gresham*