

# Fall Paralegal Education Program



**K C M B A**

## Seminar Information

- **Payment** must accompany registration. KCMBA accepts cash, check or American Express, MasterCard or Visa.
- **Cancellations/No Shows:** Those who cancel at least 24 hours prior to the seminar will receive a credit voucher to use toward any KCMBA program for one year.
- **Special Needs:** If you need special accommodations, please contact KCMBA prior to the program date at (816) 474-4322.
- **Parking:** Parking is available at Standard Parking Garages at 12th & McGee and 1120 Oak or at Wall Street Towers Garage at 1112 Grand Blvd.; free for full and half-day seminars. Bring your pass to the registration table for validation.

### 4 Ways to Register

- Mail registration form with check or credit card information to KCMBA, 1125 Grand Blvd., Ste. 400, Kansas City, MO 64106.
- Phone registration with credit card to KCMBA at (816) 474-4322.
- Fax registration with credit card to KCMBA at (816) 474-0103.
- Visit the CLE Registration page at [www.kcmba.org](http://www.kcmba.org) to register on-line.

FEIN 43-0860985

**E# 564**

**Date:** Friday, September 29, 2006

**Location:** Lantz Welch Conference Room, KCMBA Headquarters,  
1125 Grand Blvd., Ste. 400, Kansas City, MO 64106

**Registration:** 8 a.m. **Seminar:** 8:30 to 11:45 a.m.

**Co-Sponsored by:** KCMBA and the Kansas City Paralegal Association

### Course Description:

**Trial Preparation & Discovery**

**Paul A. Williams, Shook, Hardy & Bacon LLP**

### Time Management

You will learn quick tips on how to prioritize your work load, track projects, work in progress, status reports to the attorneys and what software is available.

**Leon Versfeld and Randi Bonton, The Wirken Law Group, PC**

### Corporate

This program is a general overview of different types of entities, and comparison of state requirements.

**James C. Tilden, Seigfreid, Bingham, Levy, Selzer & Gee, PC**

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Registration Form

Sept. 29,  
2006

## Fall Paralegal Education

KCPA Member \$65  
 Non-Member \$75

after 9/14 KCPA Member \$85  
 after 9/14 Non-Member \$95

Name \_\_\_\_\_

Name to appear on badge \_\_\_\_\_

Firm \_\_\_\_\_

Firm Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Office Phone \_\_\_\_\_ E-mail \_\_\_\_\_

I cannot attend. Please send me written materials @ \$29.78 per copy (includes taxes and shipping).

● KCMBA members and potential members are faxed CLE notices as a service. To discontinue this service please call (816) 474-4322 ext. 313 ●

**If Paying by Credit Card:** Please print clearly  American Express  MasterCard  Visa

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