

1. Sponsoring Organization (Name, Mailing Address):
 Name: Bankruptcy Bar Association for the District of Maryland
 Address: Shulman Rogers Gandal Pordy & Ecker, PA; Attn: Stephen A. Metz
12505 Park Potomac Avenue, Sixth Floor, Potomac, MD 20854
 Phone: (301) 230-6564 Fax: _____
 E-mail: smetz@shulmanrogers.com

2. Title of educational activity: Twenty-Ninth Annual CLE Program

3. Date(s) and locations(s): May 5 & 6, 2017, The Loews Hotel, Annapolis, Maryland

4. Registration fee: \$360

5. Writing surface available: Yes, conference tables

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 %): _____

8. List any admission restrictions: None

9. "In-house activity" requirement (see local rules to determine applicability):
 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 543 looseleaf; bound
 Distributed: Before Program; At program; Other some opt for electronic delivery

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):	<u>480</u>
Ethics (minutes):	<u>60</u>
Substance Abuse (minutes):	_____
Office Management (minutes):	_____
Elimination of Bias (minutes):	_____
TOTAL MINUTES:	<u>540</u>

14. Approval by other states:

Granted by: Pending: Delaware, Virginia

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: Stephen A. Metz for Bankruptcy Bar Association of the District of Maryland

Signature: *Stephen Metz*

Title: Sponsor representative

Date: 5/1/17

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 10.80 MCLE credits, including 1.20 Ethics/Office Mgmt/Substance Abuse/Elimination of Bias Credits

DENIED Reference _____

SEE ATTACHED MATERIALS

Date: 5/4/17

CLE Staff *Hope L. Shuman*