

# Virginia MCLE Board

## CERTIFICATION OF ATTENDANCE (FORM 2)

MCLE requirement pursuant to Paragraph 17, of Section IV, Part Six, Rules of the Supreme Court of Virginia and the MCLE Board Regulations.

### INSTRUCTIONS

**Certify Your Attendance Online at [www.vsb.org](http://www.vsb.org) see Member Login**

Complete this Certification. Retain for two years.

MCLE Compliance Deadline - October 31. MCLE Reporting Deadline - December 15.

A \$100 fee will be assessed for failure to comply with either deadline.

Member Name: \_\_\_\_\_ VSB Member Number: \_\_\_\_\_  
Address: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_  
\_\_\_\_\_ E-mail Address: \_\_\_\_\_  
\_\_\_\_\_ City State Zip

Course ID Number: **TEFF004**

Sponsor: **Hampton Roads Estate Planning Council**

Course/Program Title: **Long Term Care Presentation - Planning has its advantages**

Live Interactive \* CLE Credits (Ethics Credits): **1.0 (0.0)**

Date Completed: \_\_\_\_\_ Location: \_\_\_\_\_

#### By my signature below I certify

- \_\_\_ I attended a total of \_\_\_\_\_ (hrs/mins) of **approved CLE**, of which ( \_\_\_\_\_ ) (hrs/mins) were in **approved Ethics**.  
Credit is awarded for actual time in attendance (0.5 hr. minimum) rounded to the nearest half hour. (Example: 1hr 15min = 1.5hr)
- \_\_\_ The sessions I am claiming had written instructional materials to cover the subject.
- \_\_\_ I participated in this program in a setting physically suitable to the course.
- \_\_\_ I was given the opportunity to participate in discussions with other attendees and/or the presenter.
- \_\_\_ I understand I may not receive credit for any course/segment which is not materially different in substance than a course/segment for which credit has been previously given during the same completion period or the completion period immediately prior.
- \_\_\_ I understand that a materially false statement shall be subject to appropriate disciplinary action.

\* NOTE: A maximum of 8.0 hours from pre-recorded courses may be applied to meet your yearly MCLE requirement. Minimum of 4.0 hours from live interactive courses required.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Questions? Contact the MCLE Department at (804) 775-0577

If not certified online, this form may be mailed

Virginia MCLE Board

Virginia State Bar

1111 East Main Street, Suite 700

Richmond, VA 23219-0026

Web site: [www.vsb.org](http://www.vsb.org)

[Office Use Only: Live]