



Tennessee Commission
on Continuing Legal
Education

November 19, 2018

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INSTRUCTIONS TO PROVIDERS OF APPROVED COURSES

NOTICE: Application for accreditation can be made on-line. Go to www.cletn.com and logon with your provider ID and password. For instructions, you may email tiffany.drew@cletn.com.

The commission has approved the following course(s): (Maximum Possible Credits*)

CRS #	Title	Start Date	Location	Dual	E/P	Gen	Total
233764	18th Annual Taxpayers Again	10/3/2018	Washington, DC	2.00	0.00	11.50	13.50

IF THIS IS A TELEPHONE, ON-LINE, OR COMPUTER-INTERACTIVE COURSE, ATTORNEYS MAY ONLY USE 8 HOURS OF THIS TYPE OF CREDIT FOR ANY YEAR.

IN-STATE COURSES: After the course, you may either submit a written or an electronic attendance report and the appropriate fee. If written, attorneys must be listed in alphabetical order, with BPR numbers and the hours of credit claimed by each attendee. The fee for written reports is \$2.00 times the total number of hours reported. Please send one check and your report within 45 days of the program.

If you choose to submit your report electronically, it must be in our required format. If you do not have the format specifications, we will be happy to send them to you. Electronic attendance reports submitted within 45 days of the program are entitled to a discounted rate of \$1.00 times the total number of hours reported.

OUT-OF-STATE COURSES: You may either provide the attorney with a Certificate of Attendance to send us, or you may send us a list of attendees and hours earned for us to record. Many Tennessee attorneys expect this service and are surprised when out-of-state hours do not get reported by the sponsor. We are happy to work with you and your attorneys either way.

Tiffany Drew

Executive Assistant - Provider Services

* If this course has simultaneous sessions, the maximum possible total credits may not equal the sum of the maximum possible credits for E/P, Dual and General. Tennessee requires three hours of Ethics/Professional credit per year. E/P hours count only toward this requirement, while "Dual" hours can count either toward the E/P or the General requirement. Up to three E/P hours and 12 general hours may be carried forward to the next year.