



30 Bank Street
PO Box 350
New Britain
CT 06050-0350
(860) 223-4400
fax (860)223-4488
Visit www.ctbar.org

Notice of Meeting

Small Firm Practice Management Section

Build Relationships. Build Your Practice.

Tuesday, January 18, 2011

6:30 p.m. – Networking 7:00 p.m. – Dinner and Meeting

Graduate Club, 155 Elm Street, New Haven, CT

Agenda

"Design and Management of the Lean Law Firm: How Can Less Paper = More Money, More Freedom, and More Opportunity? "

Find out why this economic climate has opened up new opportunities for the small firm practitioner by smart use of technology. Kane Bennett of Raymond & Bennett, and Doug LeMasurier of Northeast Computer Services, will present a seminar on the design, start up, and management of a fully digital law firm. The presentation is designed to be informal and responsive to the audience but general topics will include how technology can help small firms save on overhead costs, increase efficiency, and compete with traditional law firm models. The seminar will include practical tips you can use right away in your small or solo law practice.

Directions

Graduate Club

155 Elm Street, New Haven, CT (203) 624-3197

Traveling either North or South on I-91, take Exit 3 (Trumbull Street Exit). At the end of Exit 3 proceed straight ahead on Trumbull Street and turn left onto Temple Street. The new entrance to the Yale Parking Lot #51 is on Temple Street--first driveway on the right after Wall Street. Once inside the lot, the Graduate Club is the second building on the left.

Meeting Cancellation Information: Please call the CBA office at (860)223-4400 if you want to verify whether or not a particular CBA function is going to be held.

Registration Form

Small Firm Practice Management

Tuesday, January 18, 2011

Register: **Online:** www.ctbar.org

Phone: (860)223-4400

Fax: (860)223-4488

Mail to: Connecticut Bar Association, PO Box 350, New Britain, CT 06050-0350

No reservations will be made without payment. Please make your reservation by January 14, 2011. Please include the CBA member's full name on firm, corporate legal department, or government agency checks. Cancellations made less than one day before the event are non-refundable. If you are registering within three days of the event a credit card payment is required. If you need assistance at the meeting, please contact us at least one week prior to the event at (860)612-2036.

Please **PRINT** full name.

NAME: _____ **PHONE:** _____

ADDRESS: _____

MEAL COST: \$33.00

New York Sirloin

Chicken Marsala

Cheese Tortellini w/ Tomato Garlic Sauce

Check (payable to Connecticut Bar Association) Visa MC Amex Amount: \$ _____

Card #: _____ Exp. Date: _____

Billing Zip Code: _____ Signature: _____

Meeting code: # SSF011811