

THE HILLSBOROUGH COUNTY BAR ASSOCIATION  
INVITES YOU TO ATTEND ITS

*First Annual Law Office Administrator  
Holiday Education Seminar and Happy Hour*

DECEMBER 9, 2009 1-5PM (HAPPY HOUR FOLLOWING SEMINAR)

*4.0 CLE/CLM CREDITS (INCLUDING 1.0 ETHICS)\**  
TOPICS COVERED:

**BUSINESS ETHICS  
INTERPERSONAL COMMUNICATIONS  
STRESS MANAGEMENT**

SPONSORED BY:



**\*QUALIFIES FOR CLM CREDITS IN THE FOLLOWING AREAS:  
CLM APPLICANTS: 2.0 COMMUNICATION SKILLS, 2.0 SELF  
MANAGEMENT SKILLS  
CLM RECERTIFICATION: 1.0 COMMUNICATION AND  
ORGANIZATIONAL MANAGEMENT, 1.0 BUSINESS ETHICS,  
2.0 LEGAL INDUSTRY/BUSINESS MANAGEMENT**

REGISTER BY VISITING [WWW.HILLSBAR.COM](http://WWW.HILLSBAR.COM) OR CALLING 813.221.7777

**\$95 MEMBERS \$120 NON-MEMBERS \$40 HCBA STUDENTS, PARALEGALS &  
GOVERNMENT ATTORNEYS (WALK-INS CHARGED AN ADDITIONAL \$25)**