

Mail to:
VIRGINIA MCLE BOARD
1111 East Main Street, Suite 700
Richmond, VA 23219-0026

2018 MCLE Form 1
END OF YEAR REPORT
to report courses that cannot be reported online

Email and fax submissions NOT accepted.

Name:	Bar ID:	MCLE Reporting Deadline DECEMBER 15, 2018
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course ID if available:	sponsor name:	course title:	date of attendance:	CLE hours:	ethics hours:	live hours:

Review your online record at <https://member.vsb.org/publicmcle>
Report course hours online at <https://member.vsb.org/vsbportal>
Use this form to report courses that cannot be submitted online.

Attach: certificates of attendance, audio/video forms, teacher forms and any other certifications without a Virginia course ID

\$100 Non-Compliance Fee assessed for courses attended after October 31, 2018.
\$100 Late Filing Fee for 2018 reports or forms RECEIVED after December 15, 2018. Our offices close at 4:45 PM.

IMPORTANT INSTRUCTIONS ON REVERSE

As listed above and/or attached, I certify that I have attended these hours of approved continuing legal education courses for compliance with the 2018 MCLE requirement. A materially false statement shall be subject to appropriate disciplinary action.

Signature _____
Date

QUESTIONS? Call the MCLE Office at (804) 775-0577
or visit <http://www.vsb.org/site/members/mcle-courses>.

Daytime Phone _____
Email Address