

# MCLE BasicsPlus!®

Master the basics.  
Advance your career.

## Bankruptcy Law

### Chapter 7, 11 and 13 debtor and creditor essentials

Are you looking for a solid foundation in bankruptcy law and procedure? Do you need an update on recent bankruptcy decisions? Do you need fresh ideas on bankruptcy practice? An expert faculty guides you through the Code provisions and bankruptcy forms. Participate in a mock meeting of creditors, client interview, and motion session. All demonstrations are interactive. Learn the bankruptcy process from client intake to case closing.

#### Agenda and written materials

- ▶ **Handling Terms of Engagement—Client Retention and Management**  
Learn the essentials of attracting and retaining clients, and tips on conducting client interviews, negotiating fee agreements, building a successful practice, getting paid, and avoiding malpractice snares
- ▶ **Preparing the Bankruptcy Case—The Debtor's Perspective**  
Learn about preferences, fraudulent conveyances, exemptions, lien avoidance, reaffirmations, discharge, creditor meetings, prebankruptcy planning, and how debtors go through bankruptcy successfully
- ▶ **Preparing the Bankruptcy Case—The Creditor's Perspective**  
Consider prebankruptcy planning strategies for creditors, guaranties, involuntary bankruptcy, receiverships and collection actions, the automatic stay, prebankruptcy waivers, creditor priority, allowance of claims, and what creditors can expect to recover
- ▶ **Understanding Bankruptcy Forms**  
Benefit from a review of Chapter 11 and 13 plans and disclosure statements, and bankruptcy resources, forms, and websites
- ▶ **Getting Wired—Details of Electronic Case Filing**  
Participate in an interactive demonstration with the Clerk of the U.S. Bankruptcy Court about electronic case filing and accessing information electronically
- ▶ **Handling Tax Claims—The "Insider's" Perspective on Tax Claims**  
Receive a rare "insider's" view of tax claims—including dischargeability, secured tax claims, priority classification, levies, seizures, setoff, and responsible officer liability
- ▶ **Navigating the Bankruptcy Battlefield**  
Obtain valuable training in adversary proceedings, Rule 2004 examinations, and appellate proceedings
- ▶ **Viewpoint of the United States Trustee**  
Hear the perspective of the Office of the U.S. Trustee, what the UST looks for, and the top ten pitfalls you must avoid
- ▶ **"Ask the Experts" Q&A Session**

#### FACULTY

- Donald R. Lassman, Esq.  
*Law Office of Donald R. Lassman, Needham, Chair*
- Richard H. Askenase, Esq.  
*Law Office of Richard Askenase, Charlestown*
- John P. Fitzgerald III, Esq.  
*Office of the U.S. Trustee, Boston*
- Pamela A. Harbeson, Esq.  
*Looney & Grossman LLP, Boston*
- D. Ethan Jeffery, Esq.  
*Murphy & King, PC, Boston*
- James M. Lynch, Esq.  
*Clerk, U.S. Bankruptcy Court, Boston*
- Christine A. Murphy, Esq.  
*Marcus, Errico, Emmer & Brooks, PC, Braintree*
- Jeffrey S. Ogilvie, Esq.  
*Tax Counsel, Department of Revenue, Commonwealth of Massachusetts*
- Terrence L. Parker, Esq.  
*Parker Law Offices, Cambridge*
- Lynne B. Xerras, Esq.  
*Holland & Knight LLP, Boston*

#### BOSTON

9:30 a.m. – 4:30 p.m.,  
Wednesday, February 5, &  
Thursday, February 6, 2014  
MCLE Conference Center,  
10 Winter Place, via Winter Street  
Program No. 2140090P01

#### TUITION includes written materials

- ▶ \$275
- ▶ \$245 MCLE Sponsor Members
- ▶ \$195 New lawyers admitted to law practice after 2009, pending admittees and law students

Earn up to **12 CLE credits**  
including up to 1 ethics credit

#### CAN'T ATTEND?

Available after Thursday, February 13

- ▶ Written materials
  - ▶ \$105
  - ▶ \$95 MCLE Sponsor Members
- ▶ Audio CD
  - ▶ \$135
  - ▶ \$125 MCLE Sponsor Members