

Agenda

Assisting with Family Law Case Intake Performing conflicts checks Assisting with initial client interview Preparing engagement letter, opening file Collecting information	A. Hoch
Working With Divorce Clients and Opposing Counsel Establishing and maintaining good communication with clients <ul style="list-style-type: none">• Methods of communication and contents of communications• Guidelines for responding to client communications Working with difficult clients Working with the courts and opposing counsel Maintaining professionalism	M. Gordon
Obtaining and Evaluating Financial Information Identifying relevant information on assets, debts, income and expenses Obtaining financial information <ul style="list-style-type: none">• Using financial information questionnaires• Using interrogatories, requests for production, deposition testimony, private investigators• Valuing assets Evaluating the information you have obtained Working with accountants and financial experts Preparing financial statements	A. Syed
Assisting with Child Custody and Visitation Issues Recent developments in Illinois custody law Obtaining relevant information <ul style="list-style-type: none">• Client interview, custody questionnaires, authorizations for disclosure, formal discovery Working with <i>guardian-ad-litem</i> Working with experts Drafting and reviewing parenting plans	S. Tang
Recent Developments in Illinois Family Law Legislative update Case law update Current issues in family law	L. Setzen
Handling Ethical Issues in Family Law Practice Complying with rules of professional responsibility and ethics guidelines for attorneys and paralegals Avoiding conflicts of interest Maintaining client confidentiality Avoiding the unauthorized practice of law Working with the secretive or dishonest client Handling allegations of abuse or neglect Zealous (vs. over-zealous) representation Fee agreements, retainers, and collection of unpaid fees	L. Setzen

Illinois Family Law Practice for Paralegals

Live, Interactive Webinar - Wednesday, May 26, 2021

NON-PROFIT
U.S. POSTAGE PAID
EAU CLAIRE, WI
PERMIT NO. 2016

HalfMoon Education Inc.
PO Box 278
Altoona, WI 54720-0278



Learning Objectives

- You'll be able to:**
- Perform** conflicts checks and assist with initial client interviews.
 - Establish** and maintain good communication with family law clients, and get tips on working with difficult clients.
 - Obtain** relevant information on assets, debts, income and expenses, and use this information to prepare financial statements.
 - Assist** with the preparation of parenting plans.
 - Review** recent developments in family law in Illinois.
 - Identify** potential ethical issues in family law practice, and keep in compliance with rules of professional conduct.

HalfMoon Education Online Learning

Illinois Family Law Practice for Paralegals

Live, Interactive Webinar - Wednesday, May 26, 2021



- | | |
|---|--|
| Assist with family law case intake | Examine recent developments in Illinois family law. |
| Obtain and evaluate financial information | Comply with rules of professional responsibility |
| Work effectively with divorce clients and opposing counsel | Assist with child custody issues |

Continuing Education Credits

This webinar offers paralegals 6.0 CLE hours, including 1.0 ethics hour, that have been approved by NALA (see inside for details) with NFPA approval pending.



Faculty

Amber Hoch, CRP *Schlesinger & Strauss, LLC*
Office manager and paralegal, Ms. Hoch, graduated from the College of Lake County in May 2017 with High Honors from an American Bar Association approved program in Paralegal Studies with an Associate of Applied Science degree. Ms. Hoch is recognized as a CORE Registered Paralegal by the National Federation of Paralegal Associations. She is a former employee of the Office of the Circuit Clerk of Lake County having worked in the child support, civil and small claims divisions.

Mitchell B. Gordon *Bradford & Gordon, LLC*
Mr. Gordon works exclusively in the area of family law. He has significant experience dealing with both parenting-related and financial litigation. Mr. Gordon has expertise conducting settlement conferences, drafting marital settlement agreements, parenting agreements, and pre-and post-nuptial agreements. In 2012, his book, *Prenuptial and Postnuptial Agreements*, was published by the Illinois Institute of Continuing Legal Education (IICLE) and is a comprehensive authority on the drafting and enforcement of pre and postnuptial agreements in Illinois.

Ameena Syed *Katz & Stefani, LLC*
Ms. Syed is an associate at Katz & Stefani, LLC, a Chicago-based law firm practicing exclusively in the area of complex and high net-worth matrimonial and family law-related matters. Specifically, she represents clients in divorce, parentage, pre- and post-nuptial agreements, child custody, visitation, support, property division, and post-dissolution matters. Ms. Syed is admitted to practice in Illinois, and she is a member of the Chicago South Asian Bar Association, the Women's Bar Association of Illinois, the American Bar Association, the Illinois State Bar Association, and the Chicago Bar Association. She is actively involved in mentoring first-generation law students through the Chicago Bar Association

Webinar Information

Log into Webinar	Break
8:00 - 8:30 am CDT	12:00 - 12:30 pm CDT
Morning Session	Afternoon Session
8:30 am - 12:00 pm CDT	12:30 - 4:00 pm CDT

Tuition
\$289 for individual registration
\$199 for three or more registrants from the same company at the same time.
Included with your registration: PDF seminar manual.

How to Register

- Visit us online at www.halfmoonseminars.org
- Mail-in or fax the attached form to 715-835-6066
- Call customer service at 715-835-5900

Webinars are presented via GoToWebinar. Instructions and login information will be provided in an email sent close to the date of the webinar. For more information, please visit our FAQ section of our website, or visit www.gotowebinar.com.

Cancellations: Cancel at least 48 hours before the start of the webinar, and receive a full tuition refund, minus a \$39 service charge for each registrant. Cancellations within 48 hours will receive a credit toward another webinar or the self-study package. You may also authorize another person to take your place.

Young Lawyers Society Law Student Career Immersion Mentoring Program. Ms. Syed received her Juris Doctor degree from DePaul University College of Law, during which time she externed with the Honorable Mark J. Lopez in the Circuit Court of Cook County, Domestic Relations Division.

Stephanie L. Tang *Kogut & Wilson, LLC*
As a partner in the firm, Ms. Tang represents individuals in all aspects of family and matrimonial law proceedings. She strives to provide personalized attention to all of her clients and walk them through each step of the litigation or settlement process. Her effective communication and organizational skills help clients feel comfortable and prepared through one of the most stressful times of their lives. As a certified mediator and Fellow with Collaborative Divorce Illinois, Ms. Tang is able to offer clients alternative processes to resolve their divorce outside of the courtroom. She is also a Certified Financial Litigator with the American Academy for Certified Financial Litigators, uniquely positioning herself to assist clients with complex financial issues.

Leah D. Setzen *Grunyk Family Law*
Ms. Setzen's practice focuses exclusively in family law matters, including custody, divorce, adoptions, civil unions, guardianships, mediation and appeals in DuPage, Will, Kane, Kendall and Cook counties. Throughout her career, Ms. Setzen has gained extensive civil and criminal trial experience and has tried more than 100 jury and bench trials. She also educates other family lawyers and members of the community by serving as a presenter to local advocacy and support groups, bar associations, professional organizations and law students.

Additional Learning Estate Planning Self-Study Webinar

Available on CD, USB drive, or as a digital download, this package covers topics including:

- Federal Tax Law and Its Impact on Planning
- Fundamentals of Estate Planning
- Retirement Asset Planning
- Charitable Planning
- Ethical Considerations in Estate Planning
- and more!

Included with each purchase and written exclusively for HalfMoon Education is a comprehensive 200+ page manual written by Matthew A. Bovino, Daniel L. Daniels, David T. Leibell, Michael T. Clear, and Beth Ann Brunalli.

Visit our self-study section at www.halfmoonseminars.org to learn more!

Can't Attend?
Order the Webinar as a Self-Study Package!
Recordings of this webinar are available for purchase. See registration panel for more information and please refer to specific state licensing rules or certification requirements to determine if this learning method is eligible for continuing education credit.

Registration

Illinois Family Law Practice for Paralegals
Live, Interactive Webinar - Wednesday, May 26, 2021

How to Register	Registrant Information
Online: www.halfmoonseminars.org	Name: _____ Company/Firm: _____ Address: _____ City: _____ State: _____ Zip: _____ Occupation: _____ Email: _____ Phone: _____
Phone: 715-835-5900	Additional Registrants: Name: _____ Occupation: _____ Email: _____ Phone: _____ Name: _____ Occupation: _____ Email: _____ Phone: _____
Fax: 715-835-6066	Code:
Mail: HalfMoon Education Inc., PO Box 278, Altoona, WI 54720-0278	
Complete the entire form. Attach duplicates if necessary.	
Email address is required for credit card receipt, program changes, and notification of upcoming seminars and products. Your email will not be sold or transferred.	
() I need special accommodations. Please contact me.	
Tuition () I will be attending the live webinar. Single Registrant - \$289.00 . Three or more registrants from the same company registering at the same time - \$199.00 each. () I am not attending. Please send me the webinar recording: <input type="checkbox"/> Streamable MP4 Video/PDF Manual for \$299.00 . <input type="checkbox"/> USB Video/PDF Manual for \$299.00 .	
Checks: Make payable to HalfMoon Education Inc. Credit Card: <i>Mastercard, Visa, American Express, or Discover</i> Credit Card Number: _____ Expiration Date: _____ CV2 Code: _____ Cardholder Name: _____ Billing Address: _____ City: _____ State: _____ Zip: _____ Signature: _____ Email: _____	