

MARK YOUR CALENDAR

May 22, 2019 (Edmonton)

May 29, 2019 (Calgary)



Legal Education
Society of Alberta

Effective Legal Support: Estate Administration

Engage in an insightful session about typical

contentious and non-contentious estate administration matters you may encounter day-to-day. Discuss applications for family maintenance and support, as well as other obligations under the *Wills and Succession Act*. Review the role of legal support staff in non-contentious estate matters and more.

Visit LESA.org for full program details and registration options.
Your lifelong partner in continuing legal excellence



Legal Education
Society of Alberta

MAY
22
2019

EDMONTON

Chateau Louis Hotel
& Conference Centre
11727 Kingsway NW
9:00 AM-12:00 PM

MAY
29
2019

CALGARY

The Glenmore Inn
& Convention Centre
1000 Glenmore Court SE
9:00 AM-12:00 PM



PROGRAM MATERIALS

Materials for this program will be provided to all registrants in electronic format only and will be available for download in advance.

CHAIR

Jason E. Sweeney | Underwood Gilholme

FACULTY

Kayla Thompson | Duncan Craig LLP

Angela L. Yee-Hamshaw | Masuch Law LLP

WHO SHOULD ATTEND

This program is intended for legal support staff as well as for lawyers with less than 2 years of experience in this area.

THANK YOU The success of our programs relies on the generous contributions of time, talent, and energy from all our volunteers. We greatly appreciate the work of our volunteers and their service to the profession.

Visit LESA.org for full program details and registration options.

Effective Legal Support: Estate Administration

Estate administration can be difficult and is not always intuitive. Join Jason E. Sweeney, Kayla Thompson, and Angela L. Yee-Hamshaw to learn practical tips to improve your estate administration practice.

Contentious Estate Matters: Tips for Preparing Materials

PRESENTER: Kayla Thompson

Get tips for preparing applications and other supporting documents for common contentious estate matters, and receive practical advice for avoiding common pitfalls and traps. Discuss applications for family maintenance and support and other obligations under the *Wills and Succession Act*, filing and discharging caveats, applying for advice and directions, and more.

Non-Contentious Estate Matters: Tips for Completing Forms

PRESENTER: Angela L. Yee-Hamshaw

Understand the typical non-contentious surrogate forms (NC forms) required when assisting the Personal Representative with a deceased's estate. Explore the current state of the law, the role of legal support staff, the collection of information, and tips and traps to be mindful of when completing these forms.

RESOURCES: PROGRAM MATERIALS

Looking for other Wills and Estates or Legal Support Staff resources? Check out some of our latest program materials.

WILLS AND ESTATES

Contentious Matters in Wills and Estates (Program Materials)

Code: 32103-GP

LEGAL SUPPORT STAFF

Effective Legal Support: Wills and Estates (Program Materials)

Code: 32063-GP

Tech Solutions for Busy Law Practices (Program Materials)

Code: 32091-GP

Visit [LESA.org](https://lesa.org) and search by title, code, or area of law.



Legal Education Society of Alberta

Effective Legal Support: Estate Administration

REGISTER ONLINE

Reserve your spot in this program.

- 01 | Visit LESA.org.
- 02 | Enter seminar title into the search field.
- 03 | Complete your purchase.

MORE REGISTRATION OPTIONS

MAIL: 2610 - 10104 103 Avenue Edmonton, Alberta T5J 0H8 | PHONE: 780.420.1987

TOLL FREE IN AB: 1.800.282.3900 | FAX: 780.425.0885



- EDMONTON May 22, 2019
- CALGARY May 29, 2019
- EARLY BIRD: On or before April 9, 2019 \$265 + GST (Lunch is *not* included for half-day programs)
- REGULAR: \$295 + GST (Lunch is *not* included for half-day programs)

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- I live more than 125km (one way) driving distance from nearest program site (25% reduction in fees)
- I live more than 250km (one way) driving distance from nearest program site (50% reduction in fees)
- I am a law student or student-at-law (25% reduction in fees)

NAME/NAME FOR TAG: _____

FIRM: _____

EMAIL/PHONE NUMBER: _____

DIETARY RESTRICTIONS/SPECIAL NEEDS: _____

LAWYER *year of call:* ARTICLING STUDENT LEGAL SUPPORT STAFF

OTHER *note:* _____

VISA MASTERCARD CHEQUE TOTAL ENCLOSED: _____

CARD NUMBER: _____ CVV: _____ EXPIRY DATE: _____

Please do not send credit card information via email. Cheques are payable to the Legal Education Society of Alberta.

GUARANTEE: We take pride in offering high quality programs. If this program does not meet your expectations, please contact us.

CANCELLATIONS: Registration fees, less a \$50.00 administration fee, will be refunded for cancellations received in writing at least 3 full business days prior to the program. Refunds cannot be given after that date; however, program materials, if any, will be forwarded. Registrant substitution is permitted at all times.

RECORDING: This program may be audio/video recorded and retained by LESA for the purpose of providing legal education.

QUESTIONS? Contact us at info@lesa.org.