

*Suggested Sample Format for NH Attorney Certificate*

Course Provider: Letterhead/Name & Address

**New Hampshire Attorney Certificate of Attendance**

NH Supreme Court Rule 53 governs NHCLE Credit requirements. NHCLE and this Course Provider do not certify, approve or report this Course activity or attendance to the NHCLE Office.

Sponsor: \_\_\_\_\_.

Activity Title: \_\_\_\_\_.

Date & Time: \_\_\_\_\_.


Location: \_\_\_\_\_.

Course Setting Type: Classroom (Live)\_\_\_\_; Live Webcast (Live)\_\_\_\_; Interactive Video (Live)\_\_\_\_; Interactive Audio (Live)\_\_\_\_; In-Office Course (Non-Live)\_\_\_\_; Non-Interactive Video (Non-Live)\_\_\_\_; Non-Interactive Audio (Non-Live)\_\_\_\_\_.


This Course Provider offers this program and believes the course and its written materials, meets the requirements of NH Supreme Court Rule 53 and **may** qualify for

\_\_\_\_\_ Minutes (actual instruction time) of NHCLE **General/non-ethics** credit and/or

\_\_\_\_\_ Minutes (actual instructional time) of NHCLE **Ethics/Professionalism**

Information Above to be completed by Course Provider 

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 Information Below to be completed by NH Attorney

*NH Attorneys must independently qualify this course for compliance with Rule 53 and self-report their actual attendance time on the NHCLE website "Attorney Reporting Tool" (ART) within 30 days of this course date.*

*I, \_\_\_\_\_, affirm that I actually attended this program for*

*\_\_\_\_\_ Minutes (actual instructional time) of General/non-ethics and*

*\_\_\_\_\_ Minutes (actual instructional time) of Ethics/Professionalism and*

**REMINDER:** Luncheon addresses, business meetings, receptions are **not** to be included in the computation of credit.

**REMINDER:** If you arrive late or leave prior to the program ending time, it is your responsibility to report CLE minutes actually attended in the NHCLE Reporting Tool.

**REMINDER:** NH SC Rule 53 requires that you maintain this record and have it available for two (2) years following compliance. You may be requested to submit a copy of this record to the NHCLE Board.