

CPD RECORD EXAMPLE

CPD YEAR.....

Name: Jo Bloggs Firm/entity: Lawton Smith & Cooper Telephone: (03) 33 333333

CPD Activity (and Event Name if applicable)	Date	Points Claimed and Mandatory Category if applicable	Provider / Entity	Description/Comments Supporting evidence attached?
LST committee member - Elder & Succession Law	01.04.15-present	3 (capped under rule 3.3(d))	Law Society of Tasmania	N/A
Seminar - <i>Drafting Pleadings</i>	11.05.14	1 PS	Law Society of Tasmania	Copy receipt attached
Seminar - Recent <i>Amendments to the Youth Justice Act</i>	12.09.14	4 SL	Centre for Legal Studies	I was a guest speaker; time recorded includes preparation and presentation time, capped by rule 3.3(a). No supporting documents are attached.
Article – authored and published - <i>Capital Gains Tax Traps for Estates and Elderly Clients</i>	07.02.15	2000 words (2 points, PS,SL)	Law Society of Tasmania	Authored January 2015 and published in the Law Letter in February 2015. Documentary evidence not attached.
Seminar <i>Ethics Tips for 2014</i>	06.03.15	1 E	Law Society of Tasmania	Copy receipt attached
Article – authored <i>Getting Ready for the New Privacy Laws</i>	June 2014	1000 words (1 point, SL)	Law Institute of Victoria	Copy first page of published article attached
Conference <i>QLS Family Law Conference</i>	11.03.14	6 (2 PS, 2 SL, 1 E and 1 PM)	QLS	Copy programme and receipt attached. I have rolled these points over into the 2015/2016 year under rule 3.7 of Practice Guideline No. 4.
Seminar <i>Judicial Administration</i>	14.07.14	1, Other (i.e. does not appear to fit within a mandatory category)	Monash University Webinar	Copy receipt attached

Signature of audited practitioner:..... Date:.....

MY CPD RECORD

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Signature of audited practitioner:..... Date:.....