Most law firms are also small businesses. Most attorneys focus on being lawyers and not on the business aspects of their practice. This CLE will provide a general overview of those business aspects and is tailored toward practitioners who are considering starting, expanding or closing their practices. Specifically, the CLE will focus on:

-- Business formation (sole proprietorship/LLC/corporation/partnership)
-- Employer/employee concerns (handbooks, workplace policies, disciplinary issues)
-- Entity Planning Taxation and Other Tax Issues
-- Office Management/Administrative Duties
-- File storage, retention and destruction; social media

This CLE, which features the following panel of experienced lawyers, will focus on the business and legal ethics implicit in running a law firm and qualifies for 2 hours of ethics credit.

**Presented by**

Melissa (Mimi) Petro, **Udall Law Firm, LLP**
Michael Boreale, **Boreale Law, PLC**
Gilberto Ochoa, J.D., LL.M, **Law Offices of Gilberto Ochoa, PLLC**
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