



Recorded CLE Programs Agreement & Order Form



You can now stream rentals online for the same price! [CLICK HERE](#) for more information!

The CLE Committee of the Idaho Law Foundation, Inc. (ILF) and Practice Sections of the Idaho State Bar (ISB) are pleased to offer rental programs of previously recorded CLEs, in an effort to assist attorneys in achieving their Mandatory Continuing Legal Education (MCLE) requirements. *NOTE: Additional credit will not be given for programs previously attended or rented (includes in-person attendance, webcasts, teleconferences, online streaming or DVD/CD rentals).*

**Order form and payment may be submitted via mail or fax to:
Idaho State Bar, PO Box 895, Boise, ID 83701-0895 / (208) 334-4515**

CLE RENTAL POLICY

- Program(s) are rented for a maximum of fifteen (15) working days. Course materials (if available) will be sent in PDF format - these are yours to keep for future reference. If a program is unavailable at the time of your order, you will be immediately notified.
- To receive mandatory continuing legal education (MCLE) credit, the "Application for Continuing Legal Education Activity" form (included with rental) and attendance list must be returned with the program(s).
- Program(s) should remain in the possession of the renter and may not be passed to another attorney for MCLE credit.
- Postage is for PRIORITY MAIL and applies to a maximum of five (5) DVDs/CDs. Additional programs will require a separate order form.
- Orders are generally processed within 72 business hours receipt; however, may take up to 1-2 weeks.
- **Attorney is responsible for the rented program(s) and understands that he/she will be billed \$100 per DVD or CD if damaged or not returned within thirty (30) days from the date processed.**

I, (Print Name) _____ (ISB # _____), have read the **CLE Rental Policy** above and agree to all the terms and responsibilities as listed.

Signature: _____ Phone: _____ Date: _____

****ORDERS WILL NOT BE PROCESSED WITHOUT A SIGNATURE****

<u>Program #</u>	<u>Program Name</u>	<u>Rental Price</u>
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____

ADDRESS (required for all orders - please include firm name)

Billing: _____

Shipping: _____

***Important Note
Regarding Sales Tax**
If order is shipping
outside of Idaho,
please DO NOT include
sales tax.

Sub Total: _____

*6% ID Sales Tax: _____

Postage & Handling: **+ \$6.25**
(Do not include if picking up)

TOTAL DUE: _____

ORDER WILL BE PICKED UP
Please contact me
when program(s) are available

**Send completed form, along with checks made payable to:
Idaho State Bar, PO Box 895, Boise, ID 83701**

Method of Payment: Cash Check
 VISA Mastercard

Cardholder's Name _____
As imprinted on the card

Acct. # _____

Exp. Date _____ Amt. _____

Signature _____