

LEGAL WRITING FOR LITIGATION WORKSHOP: 2010 *WRITE PERSUASIVE*

PRESENTERS:

Judges and senior practitioners

TIME:

09:00 – 16:00 (both days)

VENUES & DATES:

26 & 27 March 2010	Vereeniging
12 & 13 April 2010	Middelburg (Mpumalanga)
19 & 20 April 2010	Kimberley
10 & 11 May 2010	Rustenburg
17 & 18 May 2010	Paarl
24 & 25 May 2010	Ladysmith (KZN)
31 May & 1 June 2010	Welkom
6 & 7 August 2010	Mthatha
13 & 14 August 2010	Oudtshoorn
27 & 28 August 2010	Polokwane

SEMINAR CONTENT - DAY 1

- Practical English usage
- Drafting of correspondence
- Analysis of fact and law
- Technique in drafting particulars of claim – from taking instructions to final draft
- Determining the cause of action
- Contractual and delictual claims
- Drafting in a manner that is persuasive

Practical demonstrations and exercises

SEMINAR CONTENT - DAY 2

- Technique in drafting the plea
- Analysis of fact and law
- How to determine the defence, including exceptions and special plea
- Preparing and drafting a response to allegations of fact and conclusions of law
- Introduction to drafting in motion proceedings
- “The Plascon Test”
- Drafting notices of motion and supporting affidavits
- Drafting interdicts
- Drafting heads of argument

Practical demonstrations and exercises

On both days presentations and supervision will be carried out by experienced practitioners.

Each participant will receive a comprehensive instruction manual.

PURPOSE

- Legal practitioners often stand or fall by their correspondence and pleadings.
- This workshop is intended to transfer skills to those who seek to litigate successfully.
- Participants will learn that effective writing increases business success and command respect from those who read their writings.

CONTENT

- The use of English in legal practice with greater impact and success
- Find and analyze facts that will benefit your clients' case
- Correspondence: power tool or fatal flaw?
- Draft pleadings that persuade
- Draft affidavits
- Follow-up web-based assignments/training will be provided

WORKSHOP WILL BE OFFERED FREE OF CHARGE

WHO SHOULD ATTEND?

Attorneys and Candidate Attorneys

Preference will be given to persons within the relevant province and within a 100km radius of the venue.

LIMITED TO 30 PEOPLE MAXIMUM!!!!

L.E.A.D reserves the right to cancel a workshop should the number of delegates not justify the costs involved.

Please fax registration form to confirm booking.

REGISTRATION: LEGAL WRITING FOR LITIGATION WORKSHOP : 2010		Forward your completed registration to the Seminars Department: E-mail • Elmarie@Issalead.org.za or fax 0865507095 Please complete a separate registration form for each delegate	
Surname:		First name:	Title:
ID number:		Gender:	Race (Optional):
Firm:		Position:	
Postal address:		DX address:	
Tel: ()	Fax: ()	Cell:	e-mail:
Town:			
Centre of Attendance:			
Disability (if any)			
Special Dietary Requirements (if any)			