



# 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 \_\_\_\_\_