



Hear Ye! Hear Ye!

News from the Prince William County Bar Association

Volume IX Issue XI

January 2010

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2010 Dinner Dance Registration Flyer

PWC Bar Foundation Silent Auction Donation Form

President's Message

By Barry A. Zweig

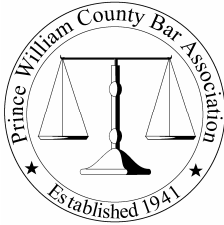
It's 1:00 a.m. I'm sitting in my home office drinking a beer, staring at the blank screen, reflecting about everything which has occurred during the past year. What have we accomplished? Have I served this Bar Association well? Dave Matthews plays in the background, disrupting my thoughts. Time has blended the days together. I forget exactly when Judge Alston went to the Court of Appeals. I forget exactly when Judges Johnston, Smith and Bailey were invested, but I know they all occurred this year. I know I have constantly and consistently applauded this organization and its members for our extraordinary service oriented projects throughout the year: Beat the Odds, Character Counts Essays, the implementation of the Modest Means, Wills for Heroes and Books for Troubled Teens programs, the "So You're 18" program presented to local teenagers and the development of a "So You're 18" training program, the Senior Citizen's project, the Court Conciliator's program, the Court Tours program and the Candidates Forum we sponsored prior to the November election.

Could I have said more each month? Probably. Should I have said less? Probably. Should I have been more punctual getting the messages to Alissa for printing? Absolutely. Should I have been a more proactive president? Most likely. Should I have been more comfortable speaking in front of a crowd given my chosen profession? Absolutely.

Despite all that, I have thoroughly enjoyed being the leader of this organization for one year. I have thoroughly enjoyed receiving awards on behalf of this community (one award of merit and two certificates of achievement) and being told by laypeople how much our bar sponsored programs mean to our school age youth. Multiple parents approached me at the Character Counts Essay contest awards ceremony in November to tell me this. I enjoyed handling what limited difficult issues arose during my tenure. I am glad I was able to be the face of the association during the dark and difficult times we faced as well.

I owe many people many thanks for their hard work throughout the year. Most particularly, Alissa Hudson, our Executive Director, deserves my deepest debt of gratitude. Without her assistance, this organization would cease to run. Her meticulousness is rivaled by none, and she assures all necessary measures are accomplished in as timely a fashion as is necessary. Thank you also to each of the board members with whom I served this year: John Whittington, Rusty von Keller, Petula Metzler, Dick Boatwright, Amy Ashworth, Jon Rochkind, Laurie Sholtis, Mark Crossland and Will Jarvis. Without your willingness to suffer through my disorganized meetings, nothing would have been accomplished.

I've finished the beer. The rhythm of DMB continues on. I ache from the pain of being 42 years old and still playing late night competitive hockey. But . . . I am content, and I thank each and every one of you for that.



Prince William County
Bar Association, Inc.
P.O. Box 31
Manassas, Virginia 20108

Offices 3rd Floor, PWC Judicial Center
9311 Lee Avenue
Manassas, Virginia 20110

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LRS (703) 393-2306
FAX (703) 331-5683
Email: pwcbal@verizon.net
Web site: www.pwcbal.org

2008

Officers and Directors

Barry A. Zweig
President
(703) 257-3500

Amy M. Ashworth
President-Elect
(703) 792-6050

William E. Jarvis
Immediate Past President
(703) 792-6050

Laurie J. Sholtis
Secretary
(703) 330-0000

Jonathan S. Rochkind
Treasurer
(703) 361-0776

Richard H. Boatwright
Director 2006-2010
(703) 361-8246

Mark T. Crossland
Director 2007-2011
(703) 491-7797

Petula C. Metzler
Director 2008-2012
(703) 365-9945

Arthur von Keller, IV
Director 2009-2013
(703) 361-2299

John D. Whittington
Bar Council Rep. 2007-10
(703) 257-5668

Circuit Court Civil Division

Questions and Answers Regarding the New Case Imaging System

Submitted by Tamara Woods, Civil Section Supervisor

The following are responses to some of the circuit court questions asked at the November 13, 2009 Family Law meeting.

How do we submit orders to be entered?

If you are submitting an agreed order, you may submit it in Room 314. The order will be scanned under the title of "proposed order" and the original will be sent to chambers for review by the law clerk and possible entry by the judge. The entered order will be scanned after the judge signs the order.

For orders that are submitted for entry on a Motions Day, please submit a copy of the order with the motion. Keep the original order for entry by the judge on Motions Day.

Our goal is to scan orders in the computer within 24 hours after we receive it from the judge or courtroom clerk.

How do we obtain copies of signed orders?

Final orders are distributed to the parties or their counsel listed on the order.

All copies of other orders must be requested in writing and are 50 cents per page and a \$2.00 certified copy fee if requested.

Please submit a self-addressed stamped envelope for the return of any order. If you have an attorney folder, please submit an envelope with your name and folder number.

How do we research a case when appearing in person in the Clerk's Office?

There are two public computers in the civil and in the criminal sections of Court Administration as well as four in the Public Service Center. You may ask a clerk for assistance on how to use the imaging system.

Confidential cases such as juvenile cases and adoptions are not viewable on these public computers. If you are counsel of record in these type cases and you want to review the documents, please ask a clerk to assist you. We will provide a private area for you to view the case information.

How can I get in touch with someone in the civil section regarding questions about a case or case information?

The telephone number for the civil section is (703) 792-6029. Please leave a message if you get the voicemail message. We return messages within 24 hours. Please leave a case number if possible and the nature of your call so we can research the case information before we return your call. Or you can send an email to courts@pwcbgov.org.

How do we obtain case information?

Most case information can be viewed at the following website: www.courts.state.va.us. Choose "Case Information and Status", "Circuit Court", then "Case Information". Choose "Prince William County Circuit Court". You can enter the party's name or the case number to see what documents have been filed. You can also check on the docket by entering a hearing date.

When in a specific case, there is a tab for Service. You can check the service information on a document. The information is as current as ours within 24 hours or less.

Continued, page 4

Policy Requiring the Timely Submission of Vouchers and Payment Requests

Submitted by Michelle Jones, Court Supervisor

All requests for payment of fees or for travel or other expenses must be submitted no later than thirty (30) days after the service or the travel is completed or, in the case of court-appointed counsel, within thirty (30) days of the completion of all proceedings in the court for which the request is being submitted. See Va. Code § 19.2-163.

If any request or payment is submitted more than thirty (30) days after the service or the travel is completed or, in the case of court-appointed counsel, more than thirty (30) days after the completion of all proceedings in the court for which the request is being submitted, then the Office of the Executive Secretary (OES) may require a written explanation of the delay and such additional documentation as the OES deems appropriate. Any request for payment submitted to the court or, the OES more than twenty-four (24) months after the service or the travel is completed or, in the case of court-appointed counsel, more than twenty-four (24) months after the completion of all proceedings in the court for which the request is being submitted shall be denied.

This policy applies to all requests for payment submitted to the OES, including, but not limited to, requests for payment submitted by special justices, guardians ad litem, interpreters, mediators, court-appointed counsel, court-appointed experts, substitute judges, retired judges and others.

If you have any questions about this policy, please contact John Rickman, Director of Fiscal Services, Office of the Executive Secretary, Supreme Court of Virginia, at 804.786.6455. Thank you.

November 20, 2009 PWC Bar BOD Meeting Summary

Taken from minutes provided by Laurie J. Sholtis

- Discussed need for sponsors for the Bar Dinner Dance
- Date for Beat the Odds Banquet is June 3rd, 2010
- Training video for So You're 18 is ready
- Books for Troubled Teens is still in need of book donations
- Discussed concerns over quality of representation by court appointed attorneys
- Shared feedback on the "Arthur Meets the President" program
- Board to explore costs associated with contract bookkeeping services

Treasurer's Report

From Jonathan S. Rochkind

Please be reminded that 2010 Dues Notices will be mailed by January 6th, 2010, and will reflect the dues increase approved by the membership. Prompt payment of dues ensures continued funding for vital Bar Association projects and endeavors. Checks should be made payable to the Prince William County Bar Association, and sent, along with your updated member profile, to the attention of Alissa Hudson at the Bar's post office box by February 5th, 2010. Payments made after February 5, 2010 must include the appropriate late fee. Any questions regarding payment history should be directed to Jon Rochkind at (703) 361-0776 through January 8th, 2010, and to the new treasurer thereafter. Thank you in advance for your cooperation and payment!

Annual renewal notices for the Lawyer Referral Service and Modest Means Panel will also be included with your 2010 Dues Notice. These renewals are also due by February 5, 2010.

Prince William County Bar Association, Inc.

Office Hours

9:00 AM to 1:00 PM, Mon.—Fri.
The PWCBA Office is located on third floor of the Prince William County Judicial Center, next to the elevators.

Guidelines for Submissions to *Hear Ye! Hear Ye!*

Submissions should be directed to the attention of Alissa N. Hudson, Executive Director, PWCBA preferably via email to pwcbal@verizon.net, or fax to (703) 331-5683, or mail to Prince William County Bar Association, Inc., P.O. Box 31, Manassas, VA 20108.

All submissions must be paid in advance, and are due by 5:00 PM on the 10th of the month preceding publication and must include a contact name and phone number.

For inquiries regarding classified or display advertising, contact the PWCBA office at (703) 393-8865, to request a copy of the most recent rate card, or visit the bar on line at www.pwcba.org under "About the Bar", "Advertising and Sponsorships".

Inclement Weather Policy

In the event of inclement weather, the PWC Bar has formulated a policy for informing the membership, in as timely a fashion as possible, about court closings for Prince William County. As soon as the decision to close all three courts is made, by the Chief Judge of the Circuit Court, The Honorable Lon E. Farris, the Clerk of Court, Michele McQuigg will be notified. Ms. McQuigg will, in turn, notify Alissa Hudson, (along with the myriad of others she notifies.) Alissa will then post an announcement on the PWC Bar Listserv, and update the voice mail message for the main number at the PWC Bar office, (703) 393-8865, to reflect court closings for the day. **If there is no posting and no voice mail update, courts are open.**

Legislative Affairs Information

The 2010 Session of the Virginia General Assembly will begin on January 13th, 2010. The website for the Virginia General Assembly is <http://legis.state.va.us/#> From this website, members of the Bar may access contact information for the legislators who represent the Thirty-First Judicial circuit. A listing of the names and district numbers for the local legislators follows for your convenience:

28 th District-R,	Senator Richard H. Stewart
29 th District-D,	Senator Charles J. Colgan
36 th District-D,	Senator Linda Puller (Toddy)
39 th District-D,	Senator George L. Barker
13 th District-R,	Delegate Robert G. Marshall (Bob)
31 st District-R,	Delegate L. Scott Lingamfelter
50 th District-R,	Delegate Jackson H. Miller
51 st District-R,	Delegate Richard L. Anderson, (elect)
52 nd District-D,	Delegate Luke E. Torian, (elect)

2010 Dinner Dance

By Kelly K. Sprissler

Please save the date for the PWC Bar Dinner Dance affectionately known as "the prom." The date will be February 20, 2010, 6:30 pm until 11:00 pm at the same venue as last year -- The Marriott Westfields Conference Center. We have a block of rooms saved for the event that are available 1st come 1st served for \$109 per night and that includes the room and breakfast for 2. Judge Alston and Judge Robeson will be joining us as honored guests of the PWC Bar, as we celebrate their retirement from the bench, and unveil their judicial portraits. There will be dinner, music, dancing, drinks, scintillating conversation and fun will abound. I am also looking for sponsors for the event. Sponsorship opportunities will provide the sponsoring attorney or firm placement in the program, my undying gratitude, and a special thank you during the remarks. Sponsorship opportunities exist. Please see the registration flyer for details. Anyone interested in a sponsorship opportunity should contact me at 703-795-1192 or flag me down in the hall sometime.

PWC Bar Foundation Silent Auction

By Amy E. McCullough

At this year's Dinner Dance on February 20, 2010, the Prince William County Bar Foundation will be holding its annual Silent Auction to raise money for Beat the Odds and other community programs. This is the Bar Foundation's major fundraising event of the year, so your support is crucial. A donation form is enclosed in this month's newsletter, and I would encourage you all to consider participating in this year's auction. We have many promising children in this county coming out of the foster care and juvenile justice systems, and they are counting on us for educational assistance! We are seeking donations of auction items and hope to see a wide variety. In the past, we have had boat trips, wine, jewelry, gift certificates to shops and restaurants, spa packages and more. Thank you all for your donations and support! In addition, if anyone would be interested in assisting with the auction, please feel free to call or email me at (703) 494-7171 or amccullough@szelaw.com.

Circuit Court Civil Division, continued

Our Prince William County website, www.pwcgov.org/ccourt contains helpful information including filing procedures and fee information.

Divorces/Ore Tenus Hearings

When submitting a Complaint for Divorce in an uncontested matter, please submit the Request for an Ore Tenus Hearing, VS4 form, and proposed Final Decree of Divorce in the Clerk's Office. Please do not submit the VS4 form until all of these documents have been filed. These documents are sent to chambers for review. Once reviewed, you will be contacted about setting an ore tenus hearing date. The judge will have the original Final Decree of Divorce on the day of the hearing.

Original Documents

After documents are scanned into our imaging system, that image is considered the record. Original paper documents are filed by date and kept in the Clerk's Office.

Judge Assignments

The judge assignments for motions day are not listed on the Case Management System; however, in Case Management, you can find out in which courtroom the hearing will be held.

The judge assignments for trials are not determined until late in the afternoon on the previous day of trial. Again, you will not see the judge assignment on the Case Management System, but you will see the courtroom number appear later in the day.

The most current online information would be early in the morning of the day of the hearing.

Trial Dates setting and removal

Trial dates not set at Civil Term Day are set, continued, and removed by calling judges' chambers.

Are we able to view the case information from our offices?

Not at this time. There is a technical problem that is being addressed. By the beginning of April, we should be able to offer Officers of the Court access from their offices for a fee. We are looking at several different ways to implement it. More info to come.

Are we able to electronically file our cases and subsequent documents?

Not at this time. 85-90% of the requirements for e-filing have been programmed by the Supreme Court of Virginia. The current target is to pilot it this fall in Norfolk. This is for civil cases only.

Report from the Nominating Committee

By D. Bradley Marshall

President-Elect: Megan Kelly
Jon Rochkind

Secretary: Laurie Sholtis

Treasurer: Joe Thelin

*Board of Directors: Bob Cooper
Angela Horan
Kim Irving

**Judicial Screening Committee: Dick Boatwright
Phillip Menke
Robert Zelnick

*(The term of the Board of Directors position is one four-year term)

**(The terms of the Judicial Screening Committee positions are one full five-year term; one interim term ending in 2011; one interim term ending 2012. All candidates for the Judicial Screening Committee are running for any of the three terms.)


All biographical information submitted by the candidates appears below:

Megan E. Kelly
Senior Assistant County Attorney
Prince William County Attorney's Office

For those of you not familiar with me, I joined the County Attorney's Office and the Prince William County Bar Association in 1994, immediately after graduating from law school. I began my active involvement with the Bar in 1999 when I was tricked...I mean invited.....to chair the committee for the JDR Centennial Beat the Odds Celebration.....those judges can be very persuasive! In addition to its ongoing support of Beat the Odds and other community programs, our Bar leadership must remain responsive to you, its members, by working to identify and address issues that are important. Recently, we have seen a pretty significant turnover on the Bench and in the clerk's offices. Incoming Bar leaders must continue our tradition of holding periodic Bench-Bar meetings, perhaps increasing their frequency in the foreseeable future to address the inevitable rough spots. We also must create more forums, both formal and informal (especially those that involve adult beverages), for you to raise concerns and provide feedback. I believe that the Bar should primarily seek to support and improve our provision of legal services, for the sake of our membership as well as the community we serve.

In terms of my experience, I was elected to the Board of the Association in 2000 and served 2 full terms, rolling off in 2008. With the exception of 2 years since 1999, I have served as chair of the annual Beat the Odds Celebration, where I have seen many of you over the years. Although it is a great deal of work, the reward of watching the awardees get their education is enormous. Our 2010 event will be held on June 3 at Heritage Hunt, so mark your calendars! In 2006, I joined the PWC Bar Foundation's Board of Directors, serving as its secretary from 2006-2008. I remain on this Board. I have also participated in So Your 18, the Make a Change Tattoo Removal Program (of which I was a founding member), Adoption Day, Character Counts, and most recently, the Arthur Meets the President program. I earned my BA from Georgetown University, my JD from William and Mary, and my MPA from George Mason.

Continued, page 6



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www.economic-analysis.com

Megan Kelly, continued

I applaud the leadership of both the Association and the Foundation over the last decade, and believe we are uniquely poised now to take our outstanding organizations even further. As some of you may know, 2010 is the 10th anniversary of our own PWC Bar Foundation, which contributes to and supports many goals and programs of our Association. Please join me in continuing to grow the fine tradition of our Bar organizations. I believe that my extensive experience with both the Association and the Foundation, as well as my demonstrated commitment to the Bar, uniquely qualify me to be your next President-Elect. Thank you for your support and consideration.

**Jonathan S. Rochkind
Principal
Hudson, Carluzzo & Rochkind, P.C.**

Dear Colleagues,

This October was a special milestone for me as it marked my 20th year of practicing law. Although I spent each of those last twenty years practicing in various courts and jurisdictions in Virginia, it was not until these past few years that I finally found a community where I feel at home. In late 2005, at the urging of the Honorable Steven Smith, Tracy Hudson, and Dennis Carluzzo, I joined their firm – Smith, Hudson, & Carluzzo, P.C. For the past four years, it has been an honor and privilege to practice law in Prince William County. The members of this Bar Association quickly welcomed me and helped me to develop a sense of connection and commitment to our community.

Over the last few years, I have served as the Treasurer and as a member of the Board of Directors of the Prince William County Bar Association. In that capacity, I was fortunate to work closely with three excellent past Presidents, and our Executive Director, Alissa Hudson, to help meet the challenges and support the accomplishments of our Bar Association. While I enjoyed contributing to the Bar in my service as the Treasurer, I am ready to “up the ante” and am prepared to further serve you and our legal community as President of the Bar Association.

I believe that the Prince William County Bar Association is poised to become the preeminent legal organization in the Northern Virginia Region. As our membership grows, so too does our ability to positively impact our shared legal community and the community at large. If I am selected to serve as your President-Elect, I hope not only to make this Bar Association a better and more effective organization, but to continue Prince William County Bar Association’s traditions of professionalism and collegiality and advance our goal of enhancing respect for our profession through service to the community.

Thank you for your consideration.

**Joseph W. Thelin
Principal
The Law Offices of Yeager & Thelin, P.C.**

My name is Joseph W. Thelin and I am running for Treasurer. I first came to Fairfax in 2001 as a second year law student from Washington and Lee. I clerked for Mark J. Yeager in his criminal law practice. The following year I was hired as an associate and became a member of the Prince William County Bar Association. In 2006, I became a partner in the firm currently known as The Law Offices of Yeager & Thelin, P.C.

During the past seven years I have developed an appreciation and affinity for the members of our association. In an attempt to repay the kindness shown to me I accepted the chair of the criminal law committee and I have enjoyed this opportunity to contribute my time in an effort to make the practice of law in Prince William County more efficient.

I would therefore welcome the chance to serve as Treasurer and to contribute to a broader spectrum of our membership. Thank You!

**Phillip J. Menke
Associate
Coon and Purnell, P.C.**

Mr. Menke is running for a position on the Judicial Screening Committee. He has been an Associate at Coon and Purnell, PC, in Manassas since November 2005. Mr. Menke graduated from Ave Maria School of Law in Ann Arbor, Michigan in 2005. Mr. Menke primarily handles cases involving criminal defense, collections, wills and trusts, trust and estate administration, landlord/tenant issues, and business, construction, and real property litigation. Mr. Menke lives in Nokesville with his wife and three children.

**Richard H. Boatwright
Principal
Stephens, Boatwright, Cooper & Coleman, P.C.**

Mr. Boatwright is running for a position on the Judicial Screening Committee.

- B.A. University of Virginia 1969
- J.D. University of Richmond 1974
- Admitted to Practice in Virginia 1974
- Began practice with the firm of Smith, Hoss, Murphy and Stephens
- Currently a Partner with Stephens, Boatwright, Cooper & Coleman Virginia State Bar Association
- Virginia Trial Lawyers Association
- Prince William County Bar Association
- Prince William County Bar Association Judicial Screening Committee, 2002 – 2003
- Prince William County Bar Association Board of Directors, 2007 – 2010

Richard Boatwright, continued

- Commissioner in Chancery, Prince William County Circuit Court
- Certified Guardian *Ad Litem* for Children
- Designated Among the “Legal Elite” by Virginia Business Magazine in 2003
- President, Kiwanis Club of Manassas, 1990 – 1991
- Chairman, Scholarship Committee, Kiwanis Club of Manassas, 1987 – 1998
- Co-Chair, Fundraising Committee, Kiwanis Club of Manassas, 1995 – 1998
- President, Kiwanis Club of Manassas-Battlefield, 2002 – 2003
- Co-Chair, Fundraising Committee, Kiwanis Club of Manassas-Battlefield, 1999 – Present
- Chairman, Scholarship Committee, Kiwanis Club of Manassas-Battlefield, 1998 – Present
- Practice Areas: Family Law including divorce, custody, support, property division and preparation of Property Settlement Agreements and Pre-Marital Agreements; Wills; Estate Administration

Thank you from the Virginia Cooperative Extension Office

From Sharon B. Race, CHARACTER COUNTS! Coordinator

On behalf of the *Virginia Cooperative Extension Office in Prince William County and 4-H*, I would like to extend our thanks for once again co-sponsoring the **2009 CHARACTER COUNTS! Essay Contest** for Middle Schools. Please pass along our gratitude to all those who were judges for the event and involved in reading the essays to pick a first and second place winner for each of the six pillars. It is truly a pleasure to partner with an organization of adult volunteers eager to help out by judging. The Bar has done an outstanding job as the community sponsor for nine of the past ten years with this project. The contest continues to be successful and brings in nearly 1000 entries. The students were thrilled with the generous monetary awards and the medals/certificates awarded.

We in 4-H certainly appreciate your help with spreading the word about the six pillars of character in recognition of National CHARACTER COUNTS! Week.



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Upcoming Dates:

December 31 & January 1, all three courts closed for New Year's.

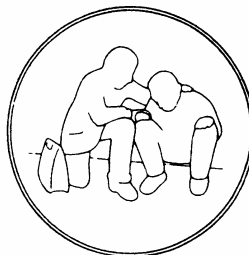
January 8, 12:30 pm, Mackey's American Pub, PWC Bar Luncheon, Bar Elections and Presentation of Robert L. Marsh Public Service Award.

January 15, Arthur W. Sinclair Professionalism Award Nominations due to Barry Zweig.

January 15, all three courts closed for Lee Jackson Day

January 18, all three courts closed for Martin Luther King, Jr. Day

January 29, 4:00 pm, Mackey's American Pub, PWC Bar BOD meeting



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**Friday, January 8th, 12:30 pm, Mackey's American Pub
PWC Bar Luncheon Meeting**

**Bar Elections &
Presentation of Robert L. Marsh
Public Service Award**


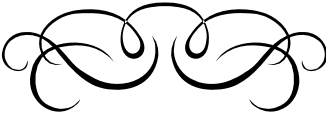

To Kerry L. Kaiser

Information Desk Clerk for General District Court

Lunch prices are \$8.00 per member and \$15.00 per guest.



Hear Ye! Hear Ye!
P.O. Box 31
Manassas, VA 20108



*The Prince William County Bar Association
cordially invites you to attend the*

2010 Bar Dinner Dance

*Saturday, February 20, 2010
Westfield's Marriott, Chantilly, Virginia*

*6:30 p.m. - Reception and Silent Auction
7:30 p.m. - Dinner and Awards
Dancing to the music of Nightmusic*

We will also be honoring

*The Honorable Rossie D. Alston, Jr.
on his appointment to the Virginia Court of Appeals
and The Honorable James B. Robeson
on his Retirement, and will be unveiling their
Judicial Portraits*

Tickets: \$100.00 per person includes dinner and open bar

Tickets are available through 4 p.m. on Friday, February 5, 2010 by contacting Kelly Sprissler at 703-218-9831 or kelly@lawhps.com. Or simply return the reservation form with your check payable to PWCBBA by February 5th.

Staying the night? A block of guest rooms are available at the resort for \$109.00 per night and includes breakfast for two at Westfield's Palm Court. Please call 703-818-0300 and specify you are with the Prince William County Bar Association to make a reservation. Reservations must be made no later than February 1st, 2010.

Please make my reservations for the 2010 Prince William County Bar Dinner Dance:

Name: _____

Firm Name: _____

Email: _____ Telephone: _____

Entrée choices: _____(total number) Chicken _____(total number) Salmon
My check **payable to PWCBA** is enclosed for: \$_____ for _____ tickets
Please consider becoming a sponsor and contribute: (____) \$250 (____) \$500
(____) \$750 (____) \$1000 (____) \$1500 Other amount _____

The Program should list: _____ as a sponsor.

[] Please arrange for dinner seating with: _____

Tables will be set with ten (10) guests per table.

[] Please seat me at any available table.

Return to Kelly Sprissler, Hamilton Petrocelli Sprissler & Sands, LLP
10615 Judicial Dr., Fairfax, VA 22030

703-218-9832 FAX

Questions? Please contact Kelly Sprissler at
kelly@lawhps.com or 703-218-9831

THE PRINCE WILLIAM BAR FOUNDATION

12610 Lake Ridge Drive
Woodbridge, VA 22192

The Prince William Bar Foundation's annual silent auction will take place in conjunction with the Prince William Bar Dinner Dance. The Foundation is a nonprofit organization that provides law-related education to the community and legal services to those in need as well as sponsoring the Beat the Odds program. Your contributions may be tax deductible to the extent provided by law.

Please contribute to the success of this event by contributing a silent auction item. We are seeking items such as time at vacation homes, getaway weekends, golf and boating outings, tickets to sports and entertainment events, personal services, jewelry and gift certificates to restaurants and retailers.

Silent Auction –February 20, 2010

Name (As you wish it to appear on the program) _____
Title _____
Organization _____
Address _____
City _____ State _____ Zip _____
Telephone _____ Fax _____
E-Mail _____

Donation Information

Item Description(s) _____

Use Restrictions _____

Estimated Value \$ _____ Expiration, if any _____

Item Solicited By _____ Telephone _____

Item Donated By _____

If different from above then designate **donor's name** as it should appear in acknowledgment _____

Address of Donor _____

City _____ State _____ Zip _____

If the item itself cannot be displayed at the auction, please provide a brochure, ad or photograph. Include a certificate or letter stating whom the successful bidder should contact to receive the gift.

**Please return this form as soon as possible to
Prince William Bar Foundation
Attention: Amy McCullough, Silent Auction Committee
Telephone (703) 494-7171 – Fax: (703) 643-2666**

Thank You!