



# DAY SEMINAR SCHEDULE

## NOVEMBER 2018

### LEGAL TRAINING SERVICES

(Seminars do not qualify for CPD points)

#### CONVEYANCING

SUITABLE FOR STAFF WORKING IN A LEGAL OFFICE ON CONVEYANCING WITH LESS THAN FIVE YEARS EXPERIENCE

- The procedures involved in the sale/purchase of property; the steps in a conveyancing transaction.
- Registered and unregistered title.
- Ownership & Possession: the different types of “estates” that exist in law.
- What is meant by “good title” and good marketable title” and how title is investigated.
- The Contract for sale
- Security. The creation and discharge of a mortgage/charge; the effect of the 2009 Land and Conveyancing Law Reform Act.
- Lodging an application for first registration with the Land Registry.

| Location | Venue                         | Date                          | Time       | Code | Cost    |
|----------|-------------------------------|-------------------------------|------------|------|---------|
| Dublin   | Spencer Hotel, IFSC, Dublin 1 | 6 <sup>th</sup> November 2018 | 10am – 5pm | DC7  | €295.00 |

#### PLAINTIFF LITIGATION

SUITABLE FOR STAFF WORKING IN A LEGAL OFFICE ON LITIGATION WITH LESS THAN FIVE YEARS EXPERIENCE

##### Contents

- 📄 Causes of Action
- 📄 Liability
- 📄 The Statute of Limitations
- 📄 Parties to an action
- 📄 The effect of Death on Litigation
- 📄 Jurisdiction of the Courts
- 📄 Meeting the Client
- 📄 Damages

- 📄 Lodgements/Tenders
- 📄 Setting the Action in Train
- 📄 District Court Practice & Procedure
- 📄 Circuit Court Practice & Procedure
- 📄 High Court Practice & Procedure
- 📄 Particulars of Claim
- 📄 Discovery
- 📄 Personal Injury Actions

- 📄 Settlements and Trials
- 📄 The Personal Injuries Assessment Board
- 📄 The Commercial Court
- 📄 Enforcement of Judgements
- 📄 Sample Correspondence
- 📄 Sample District Court Pleadings
- 📄 Sample Circuit Court Pleadings
- 📄 Sample High Court Pleadings
- 📄 A Glossary of Some Common Litigation Terms

| Location | Venue                         | Date                           | Time       | Code  | Cost    |
|----------|-------------------------------|--------------------------------|------------|-------|---------|
| Dublin   | Spencer Hotel, IFSC, Dublin 1 | 13 <sup>th</sup> November 2018 | 10am – 5pm | DLIT7 | €295.00 |

#### PROBATE / WILLS

SUITABLE FOR STAFF WORKING IN THIS AREA WITH LESS THAN FIVE YEARS EXPERIENCE

##### Contents

- ✓ Do you know the basic elements of a Will?
- ✓ Do you know how to recognise a Trust in a Will?
- ✓ Do you know about the rights of a spouse and children’s rights in probate matters?
- ✓ Do you know more about the Rules of intestate succession?
- ✓ Do you know about Grants of Probate Administration, Schedule of Assets is and how to complete same?
- ✓ Have you full knowledge of Capital Acquisition Tax and Inheritance Tax?
- ✓ Do you know what forms are required by the Probate Office?
- ✓ Do you need to know more regarding Grants of Probate and the Administration of Estates?

| Location | Venue                         | Date                           | Time       | Code | Cost    |
|----------|-------------------------------|--------------------------------|------------|------|---------|
| Dublin   | Spencer Hotel, IFSC, Dublin 1 | 20 <sup>th</sup> November 2018 | 10am – 5pm | DP7  | €295.00 |

#### DEBT COLLECTION

SUITABLE FOR STAFF WORKING IN A LEGAL OFFICE ON DEBT COLLECTION WITH LESS THAN FIVE YEARS EXPERIENCE

##### Contents:

- Do you know how to issue Proceedings and in which Court?
- Do you want to learn about the Procedure in the District, Circuit and High Court and Master’s Court?
- Learn how to obtain Summary Judgement?
- Learn about obtaining orders in uncontested claims: Judgement in Default of Appearance/Defence
- Learn about mechanisms of enforcing judgements, including Execution Against Goods; Orders of Garnishee; Instalment Orders; Attachment of Earnings; Judgement Mortgages.
- Bankruptcy

| Location | Venue                         | Date                           | Time       | Code | Cost    |
|----------|-------------------------------|--------------------------------|------------|------|---------|
| Dublin   | Spencer Hotel, IFSC, Dublin 1 | 27 <sup>th</sup> November 2018 | 10am – 5pm | DD7  | €295.00 |

# THESE SEMINARS DO NOT QUALIFY FOR CPD POINTS

## BOOKING FORM

(please photocopy if further booking forms required)

Subject Code:.....

Applicants Name:.....

Employers Name:..... Phone Number:.....

E.mail Address.....

Employers Address:.....

Signature:.....

- Cheques should be made payable to Legal Training Services,
- Payment can also be made by Credit Card

**REGISTRATION FOR ALL SEMINARS IS  
20 MINUTES BEFORE THEIR STARTING TIME**

### Legal Training Services

*The Courtyard, Glebe House, Rathowen, Co. Westmeath*

Phone: 086-2521246

e-mail; [info@legaltrainingservices.ie](mailto:info@legaltrainingservices.ie) Web: [www.legaltrainingservices.ie](http://www.legaltrainingservices.ie)

#### *Terms & Conditions*

**Cancellation:** Provided written notice is received at least 5 working days before the event, the fee will be refunded less a €60.00 administration charge.

**Transfer:** In the event of a transfer to another date or event, an administration charge of €60.00 will apply.

**Legal Training Services:** Reserve the right to cancel or vary the dates of any Lecture in the event of insufficient numbers reserving places

**Notes:** Will not be sold. Notes will only be given to those attending the relevant Seminar, and will not be sent to any person not attending a Seminar