BOARD ON THE UNAUTHORIZED PRACTICE OF LAW OF THE SUPREME COURT OF OHIO

Certification of Personnel Expenses for Reimbursement Under Gov. Bar R. VII, Sec. 9(B)(1)-(2);(C)

UPL Committee: _____

Reimbursement for Personnel Costs From January 1, 2020 Through March 31, 2020

The undersigned Bar Association official hereby certifies that the expenses summarized below and documented in the supporting attachments were incurred by the Association in the performance of obligations under Gov. Bar R. VII, during January, February, and March 2020

I. Personnel Costs (for work dedicated to unauthorized practice of law matters - detailed time sheet with date, UPL file no., and time spent must be attached):

Employee:

Name _____

Position/Duties _____

A. Salary documentation for quarter: $ _____
(including payroll taxes, retirement plans, and other fringe benefits; please list separately).

B. Percentage of work dedicated to unauthorized practice of law matters during Quarter: _____%

C. Expenses for this employee (A x B): $ 0.00

Employee:

Name _____

Position/Duties _____

A. Salary documentation for quarter: $ _____
(including payroll taxes, retirement plans, and other fringe benefits; please list separately).

B. Percentage of work dedicated to unauthorized practice of law matters during Quarter: _____%

C. Expenses for this employee (A x B): $ 0.00

Employee:

Name _____

Position/Duties _____

A. Salary documentation for quarter: $ _____
(including payroll taxes, retirement plans, and other fringe benefits; please list separately).

B. Percentage of work dedicated to unauthorized practice of law matters during Quarter: _____ %

C. Expenses for this employee (A x B): $ 0.00

Employee:

Name _____

Position/Duties _____

A. Salary documentation for quarter: $ _____
(including payroll taxes, retirement plans, and other fringe benefits; please list separately).

B. Percentage of work dedicated to unauthorized practice of law matters during Quarter: _____ %

C. Expenses for this employee (A x B): $ 0.00

TOTAL PERSONNEL COSTS: **$** 0.00

Respectfully submitted,

_____
Signature

_____
Name (Please Print or Type)

_____
Title (President, Chair of UPL Committee, Bar Officer or Official)

Date _____ Phone Number _____

AFFIDAVIT

STATE OF OHIO :
: SS
COUNTY OF _____ :

I, ,_____ the _____ of
(name) *(title)*

the _____ Bar Association, being duly cautioned and sworn,
(state, city or county)

hereby state the following:

1. The expenses for which reimbursement is sought were incurred in the ordinary and usual business of the unauthorized practice of law committee of this bar association in the **First Quarter of 2020**.

2. These submitted expenses have not been nor will they be reimbursed from any other source. The submitted expenses have not been previously reimbursed by the Board.

3. I have personal knowledge of the personnel costs that were specifically dedicated to the investigation and prosecution of unauthorized practice of law matters per Gov. Bar R. VII.

4. I have attached to this affidavit a reimbursement form setting forth the amount of personnel costs for the **First Quarter of 2020**.

_____
Signature

_____
Name (please print or type)

Sworn to and subscribed before me this _____day of_____, 2020.

_____
Notary Public

Print