



**OFFICE of
LEGAL
SERVICES**

**DRAFTING LEGISLATION FOR THE GENERAL ASSEMBLY:
A PATHWAY TO EXCELLENCE
October 29, 2015
Legislative Plaza, LP 12**

Description:

This program provides a unique opportunity for lawyers to learn more about how legislation is prepared, drafted, and reviewed. Attendees will take away templates and samples of legislation, form and style guidelines used by the Tennessee General Assembly, and a very helpful drafter's checklist. If you have ever wanted to develop your ability to help your firm or a client with a legislative issue, but did not know where to start, or if you need an in-depth refresher, then this program is for you.

Items to be covered:

- The Role of the Office of Legal Services
- The Role of the Tennessee Code Commission
- Necessary Steps to Follow When Drafting A Bill and An Amendment
- Common Pitfalls Made by Drafters and How to Avoid Them
- Form and Style Guidelines Used by the Tennessee General Assembly

Total Hours: 3 General

Agenda

8:30 – 9:00 a.m.	Registration
	Opening Remarks Karen Garrett, Director of the Office of Legal Services
9:00 – 10:00: a.m.	Introduction Anastasia Campbell, Legislative Attorney
	Tennessee Code Commission Paige Seals, Tennessee Code Commission Staff Attorney
	Drafting Bills: Part I Anastasia Campbell, Legislative Attorney
10:00 – 11:00 a.m.	Drafting Bills: Part II Peter Muller, Legislative Attorney
11:00 – 11:15 a.m.	Break
11:15 – 12:15 p.m.	Drafting Amendments Jamie Shanks, Legislative Attorney