An Annual Written Report is required for each active member of the North Carolina State Bar. This report is due annually to the State Bar by July 31 of the year following the preceding year's compliance period. The report form must be signed and returned by mail or online filing. Upon receipt, appropriate adjustments are made to the member's continuing legal education record. No further adjustments are made unless the member shows good cause by July 31 of the following year.

The Compliance Period for the continuing legal education program covers January 1 to December 31. Members are encouraged to complete the requirements within their calendar year. A member may complete the requirements by the last day of February of the succeeding year, with the understanding that this additional time is a grace period and no extensions are granted.

Prior to January 31 of each year, the annual report form is available on the State Bar's CLE website. Any attorney who files the report after the due date of February 28 will be subject to a $75.00 late filing penalty. A report that is received or postmarked on or before the due date is considered timely filed. Any attorney who is issued a notice to show cause pursuant to Rule .1523(b) will be subject to a $125.00 late compliance fee. The board may waive these penalties under certain circumstances.

Authority: Order of the North Carolina Supreme Court, October 7, 1987; Readopted Effective December 8, 1994; Amendments Approved by the Supreme Court: October 1, 2003; March 3, 2005; March 2, 2006; October 9, 2008; September 20, 2018.