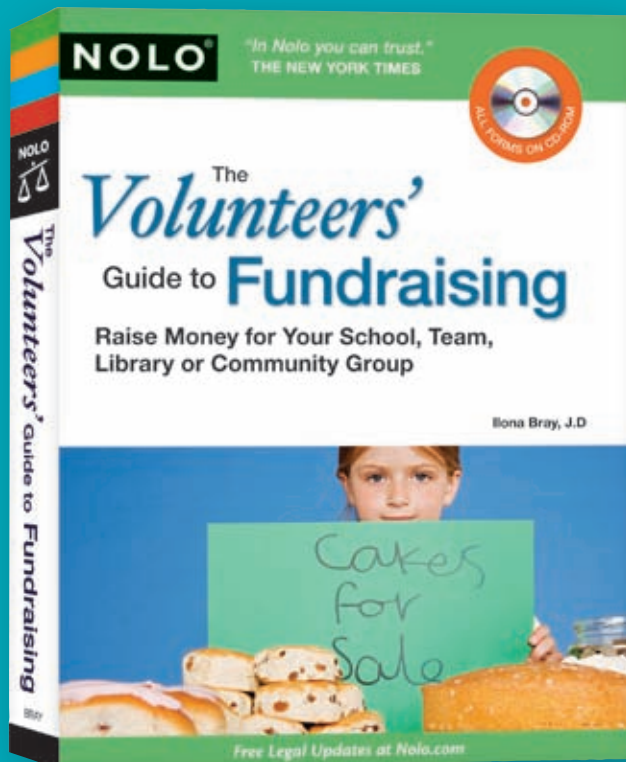


NOLO

# Spring 2011 Catalog

April  
May  
June  
July



New  
Release

A nuts-and-bolts guide to the most effective, efficient and fun ways to bring in needed money for a cause or group

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**NOLO CELEBRATES ITS 40TH YEAR** of providing Americans with reliable legal and business information—from books and software to legal forms and our consumer-focused lawyer directory.

Check out our ongoing anniversary celebration this spring at [www.nolo.com/about.html](http://www.nolo.com/about.html) for entertaining anecdotes and photos of the Nolo family throughout the years. We'll also post a “deal of the day,” video news releases, and plenty of fresh content from our editorial experts on the evolution of do-it-yourself law.

Thank you, dear readers, for 40 years of trust and support!

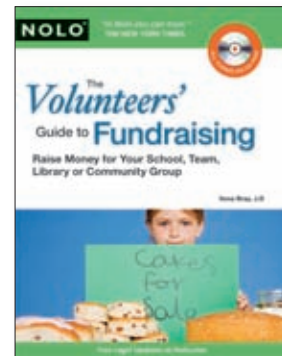
—Your friends at Nolo

## New from Nolo this spring!

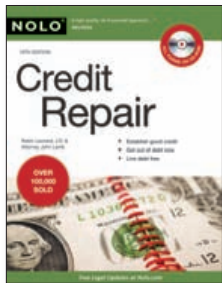
- A new national book on nonprofit fundraising for volunteers
- 15 new national editions
- 3 new California editions

### THE VOLUNTEERS' GUIDE TO FUNDRAISING

Parents of children who belong to music groups or sports teams, PTA presidents, staff in small libraries and other nonprofessional fundraisers will learn how to mobilize their volunteers, legally raise and handle money, and plan fundraising strategies. This comprehensive and accessible guide was written by Ilona Bray, author of Nolo's bestselling *Effective Fundraising for Nonprofits*.



**PLUS**, find 18 new national and California editions, in nearly every category of the law, updated to reflect the latest legal changes.



### SPECIAL FOCUS

In these times of economic anxiety, American consumers need to make certain that their credit scores are accurate and up to date. *Credit Repair* is a how-to guide for anyone who wants to clean up a credit report, maintain or improve a credit score, pay down debt and build good credit for the future. And the 10th edition has been completely reorganized! New chapters provide more information on how bankruptcy and foreclosure affect credit and how to reduce mortgage debt through the new government loan modification and refinancing programs.

### FIND IT ON NETGALLEY!

Librarians, bloggers, booksellers and educators: **You can request digital galley of Nolo titles free of charge!** We make five galley available through NetGalley at all times. Read them online, on your favorite eBook reader, or download a PDF version. Look for the “Find it on NetGalley” bursts throughout the catalog to see when select new spring titles will be available, or browse Nolo NetGalley now at [http://bit.ly/Nolo\\_on\\_NetGalley](http://bit.ly/Nolo_on_NetGalley).



### THERE'S MORE!

Nolo has more than 150 plain-English legal and business books in its catalog. To view this extensive backlist, visit our interactive, digital catalog on Edelweiss at <http://edelweiss.abovethetree.com/browse/nolo>, or view or download a PDF of our “Complete Books-in-Print 2010-2011 Catalog” at [www.nolo.com/trade/catalog.html](http://www.nolo.com/trade/catalog.html).



# Excerpts from The Volunteers' Guide to Fundraising

10 | CHAPTER 2: GETTING VOLUNTEERS EAGER AND READY

## Meet Your Advisor

**Sandra Pfau Englund**, attorney and founder of Pfau Englund Nonprofit Law, PC, which provides legal services to nonprofit organizations; and founder of Parent Booster USA, which provides tools, tips, and immediate tax-exempt status to school support groups (parent-teacher organizations and sports, music, and other booster clubs).

**What she does:** "I talk to people daily about how to start new nonprofit groups, and how organizations like school booster clubs can operate legally from the start

**Earliest memory of taking part in a charitable or fundraising activity:** "Putting change into the church offering plate is probably my first memory of helping raise money. My Mom and Dad gave me the change, so I wasn't really putting much thought into it then. But I think that I do what I do now because my parents volunteered a lot. While I was in law school, it all clicked: I realized that I could combine my interest in volunteer-based organizations with the legal profession."

**Likes best about her work:** "Working with people who really care about what they're doing. Many of them, I identify with—like a parent with kids who's trying to raise money for their baseball team, lacrosse team, or something else. In other cases, I may not have a burning passion for the particular cause, but the person who calls me does, and I can believe in that. It's satisfying to feel, at the end of the day, that I've made someone's life easier. People already have enough to deal with just getting the groceries and making dinner! So if I can take some of the load off, perhaps by helping them get their group's tax exempt status or answering a question about a Form 990, I'm happy."

**Top tip for people new to nonprofit fundraising:** "I have two tips: (1) Make sure you are allowed by law to hold certain events, like raffles and auctions; and (2) Make sure you are insured to cover accidents and losses related to the event."

THE VOLUNTEERS' GUIDE TO FUNDRAISING

CHAPTER 3: STRATEGY | 16

**TO BETTER UNDERSTAND** how to strategize based on existing assets, consider the following list of potential assets that a small, volunteer-led group might have. Its assets vary from the standard to the wacky, yet each one is valuable in its own way when it comes to fundraising.

## Fundraising Assets and Uses

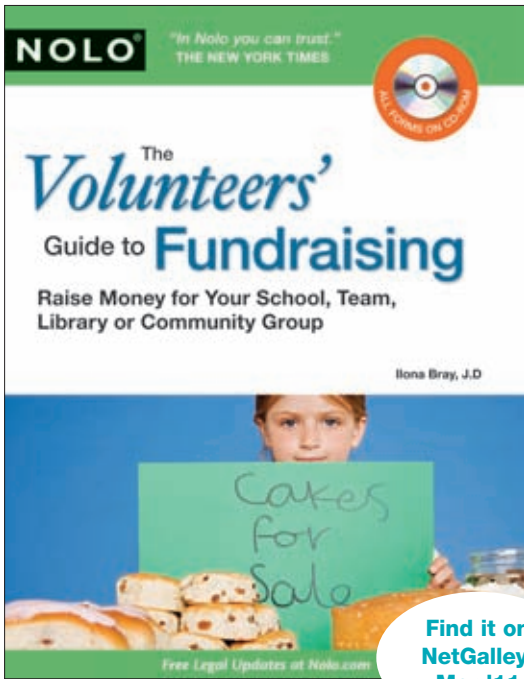
IF YOUR GROUP HAS:	YOU MIGHT USE IT TO:
A built-in membership, such as schoolchildren and their parents, or church members.	Solicit individual donations, and ask members for names of other people who might also be approached for donations; create internal competitions to raise money (for example, among school homerooms), recruit volunteers and participants for fundraising events.
An extensive mailing list.	Ditto the above. Mailing lists are every organization's treasure—guard and update it carefully, and add names of interested people whenever you can.
A pulpit or other forum for a religious leader	Ask the leader to, for example, thank the committee that is raising funds for the new roof and remind everyone that they still need donations.
A committed corps of fundraising volunteers, with strong leadership and interpersonal skills	The sky's the limit—but think first about having these folks maximize your outreach efforts to individual donors, including building long-term relationships with people capable of making large donations, and making personal, targeted asks to those donors. Don't forget to ask the volunteers to donate, too! Volunteers are also crucial for planning and staffing events.
Numerous members with common interests.	Plan events around a theme, such as a group trip to a Shakespeare play to support a school theatre group, or an authors' night to support the library.
Access to numerous members of the public (such as a street with lots of passersby)	Sell passersby goods (such as at a garage sale or bake sale where interest in your mission isn't key to interest in buying).
Location in a walkable area where people are mostly willing to open their doors.	Door-to-door solicitations for donations or sales of goods.
Office space and a personal phone line available to fundraising staff or volunteers.	Make calls to individual and business donors, including think-yous, progress updates, and actual requests for donations. A librarian, for example, can do this in between other work projects.
A front desk or area where members pass or congregate.	Put out a donation jar, flyers explaining projects that need funding, a barrel to collect used books or goods, and special appeals like a Christmas tree covered with slips of paper containing your organization's wished-for donations.



### Aim to sign up at least double the number of volunteers you think you'll need.

No-shows are inevitable, both at initial meetings and in later follow through. Adds Margo Palmer, an experienced PTA mom, "You can expect that 20% of the people will do 80% of the work."

TIP



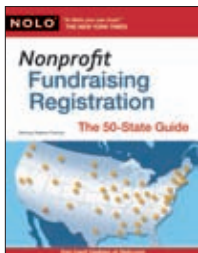
Find it on  
NetGalley,  
Mar '11



**ABOUT THE AUTHOR:**

**Ilona Bray** is an author and legal editor at Nolo specializing in nonprofit fundraising, real estate, and immigration law. She is the author of numerous books, including *Effective Fundraising for Nonprofits* and *Becoming a U.S. Citizen*. Bray

has worked and volunteered with nonprofit agencies in numerous capacities, including development director, staff attorney, department manager and advisory council member. She received her law degree and a Masters degree in East Asian (Chinese) Studies from the University of Washington. When she's not at work she enjoys walking dogs at her local Humane Society and attempting to cook Asian noodle dishes. She lives in the San Francisco Bay Area.



**MAY WE ALSO RECOMMEND:**

**NONPROFIT FUNDRAISING REGISTRATION: THE 50-STATE GUIDE**  
by Stephen Fishman, J.D.  
\$39.99, 978-1-4133-1273-7

See Nolo's *Complete Books in-Print 2010-2011 Catalog*, page 3

**Ships May 2011**

**\$27.99**

**978-1-4133-1332-1**

FLIB, 7 x 9, 250 pages



BOOK WITH CD

A nuts-and-bolts guide to the most effective, efficient and fun ways to bring in needed money for a cause or group

## The Volunteers' Guide to Fundraising

Raise Money for Your School, Team, Library or Community Group

by Ilona Bray, J.D.

Over one quarter of Americans volunteers with nonprofits. And one of the most crucial services they can provide is to raise money.

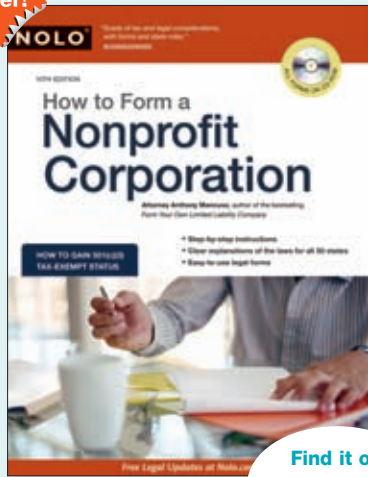
*The Volunteers' Guide to Fundraising* is a comprehensive but accessible guide to raising money for a group, cause or workplace, written for both volunteers and staff who aren't necessarily professional fundraisers. Containing insights and stories from a team of nonprofit experts, including event planners, dedicated school parents, accountants, lawyers, and group leaders, the book explains both the practical and the fun, creative aspects of fundraising.

PTA presidents, parents of children who belong to music groups or sports teams, staff in small libraries and others will learn how to mobilize their volunteers, legally raise and handle money (and avoid trouble with the IRS), plan their fundraising strategies and promote their events and activities. Specifically, they'll get step-by-step advice on how to raise money through:

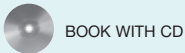
- special events, such as fairs, festivals, walkathons and auctions
- raffles and sales of products
- member donations
- benefit concerts, lectures and shows
- sponsorships and donations from businesses
- dinners and other food events
- grant opportunities for small groups

The contents of the CD-ROM alone will save readers hours of valuable time, providing handy forms and sample letters for everything from collecting walkathon pledges to asking businesses for in-kind donations.

**BUSINESS & ECONOMICS** / Nonprofit Organization & Charities



Find it on  
NetGalley,  
Apr '11



**Ships May 2011**

**\$49.99**

**978-1-4133-1386-4**

Previous ISBN: 978-1-4133-1026-9

NNP, 8.5 x 11, 368 pages

*“Scads of tax and legal considerations, with forms and state rules.”*

**-BUSINESSWEEK**

## How to Form a Nonprofit Corporation

by Attorney Anthony Mancuso :: 10th edition

*How to Form a Nonprofit Corporation* provides the background information and step-by-step instructions that budding nonprofits need to apply for federal 501(c)(3) tax-exempt status and qualify as a public charity with the IRS.

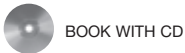
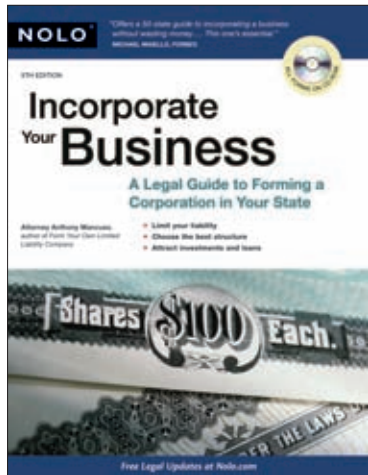
Social service agencies, arts groups, historical preservations societies, environmental groups and other organizations will learn how to:

- complete the IRS 501 (c)(3) tax exemption application
- prepare and file nonprofit articles of incorporation
- prepare nonprofit bylaws
- prepare minutes of the organizational meeting
- follow state requirements for incorporating and obtaining tax-exempt status

*How to Form a Nonprofit Corporation* provides clear explanations of the laws for all 50 states, plus all necessary forms, including articles, bylaws and minutes.

The 10th edition covers recent changes in the law, including updated bylaws that allow for electronic transmissions for meetings and notices. It provides new instructions for completing IRS Form 1023, and discusses new online services and options related to forming a nonprofit corporation.

**BUSINESS & ECONOMICS** / Nonprofit Organizations & Charities



**Ships May 2011**

**\$49.99**

**978-1-4133-1388-8**

Previous ISBN: 978-1-4133-1028-3

NIBS, 8.5 x 11, 536 pages

*“Offers a 50-state guide to incorporating a business without wasting money... This one’s essential.”*

**-MICHAEL MAIELLO, FORBES**

## Incorporate Your Business

A Legal Guide to Forming a Corporation in Your State

by Attorney Anthony Mancuso :: 6th edition

Choosing the right legal structure for a business is one of the most important decisions every small business owner will make. *Incorporate Your Business* helps small business owners make that decision by explaining the advantages, disadvantages and tax consequences of incorporation, and showing how a corporation compares with the LLC, partnership and sole proprietorship.

Business owners who are certain that incorporation is right for them will learn how to form a corporation in any state. With the book’s step-by-step guidance they’ll be able to:

- choose a corporate name
- prepare and file articles of incorporation
- prepare bylaws
- appoint initial corporate directors
- prepare minutes of the first board meeting
- issue shares of stock

The CD provides all needed forms, including bylaws, minutes, bills of sale and promissory notes.

The 6th edition is updated to cover recent changes in the law, including state, federal, and tax law changes.

**BUSINESS & ECONOMICS** / Small Business



Find it on  
NetGalley,  
June '11

## Working with Independent Contractors

by Stephen Fishman, J.D. :: 7th edition

30% of the workforce is comprised of independent contractors or temporary workers. However, the laws surrounding independent contractors aren't always followed, leading to stiff IRS penalties and expensive lawsuits for employers.

*Working With Independent Contractors* helps businesses of all sizes, including the self-employed and HR staff or managers of larger organizations, hire and work with independent contractors legally. It explains how to:

- classify a worker as an independent contractor
- create a valid contract
- protect intellectual property
- comply with state labor and antidiscrimination laws
- draft and sign agreements
- avoid legal trouble

The CD provides dozens of useful forms and agreements, including independent contractor agreements, terms of payment and a title of agreement.

The 7th edition is updated to reflect changes in IRS and Department of Labor rules and regulations.

**BUSINESS & ECONOMICS** / Consulting



BOOK WITH CD

**Ships July 2011**

**\$34.99**

**978-1-4133-1398-7**

Previous ISBN: 978-1-4133-0657-6

HICI, 7 x 9, 288 pages



Find it on  
NetGalley,  
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## Patent it Yourself

Your Step-by-Step Guide to Filing at the U.S. Patent Office

by Attorney David Pressman :: 15th edition

Over 450,000 utility patents were filed at the U.S. Patent and Trademark Office (USPTO) in 2009, and filings continue to rise despite economic conditions. But with many patent attorneys now charging as much as \$700 an hour for their time, most small inventors find themselves effectively priced out.

*Patent it Yourself* helps scientists, business people, engineers and basement tinkerers protect their inventions—at a fraction of the cost of a hired lawyer. Written by renowned patent attorney David Pressman, the book walks inventors through the entire process of obtaining a patent. It provides details on:

- conducting a patent search
- evaluating the commercial worth of an idea
- acquiring foreign rights
- protecting secrets
- enforcing and maintaining a patent
- licensing invention rights

The 15th edition is updated to include information about the 2010 Supreme Court ruling that continues protection for business method and software patents. The new edition also reflects recent changes in patent-filing procedures.

**LAW** / Intellectual Property / Patent

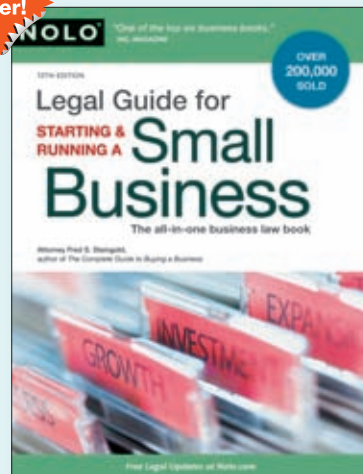
**Ships April 2011**

**\$49.99**

**978-1-4133-1382-6**

Previous ISBN: 978-1-4133-1058-0

PAT, 8.5 x 11, 596 pages



“[An] excellent resource...”  
—THE WALL STREET JOURNAL

“One of the top six business books.”  
—INC. MAGAZINE

## Legal Guide for Starting & Running a Small Business

by Attorney Fred S. Steingold :: 12th edition

Small business owners regularly face a range of legal questions. Ignoring them can lead to trouble, but hiring a lawyer to help with routine issues can devastate the bottom line.

*Legal Guide for Starting & Running a Small Business* provides plain-English information on all of the common legal issues related to starting a business—and keeping it going. It explains how to:

- choose the right business structure
- raise start-up funds
- obtain licenses and permits
- create binding contracts
- hire, fire and manage employees
- protect personal assets

Readers also get a handy checklist that helps guide them through key tasks, such as finding the right business location and setting up tax reporting and accounting.

The 12th edition is updated to cover recent changes in the law, and provides information on additional tax reporting requirements and new tax credits for small businesses under the Patient Protection and Affordable Care Act, the 2010 federal health care overhaul law.

**BUSINESS & ECONOMICS** / Small Business

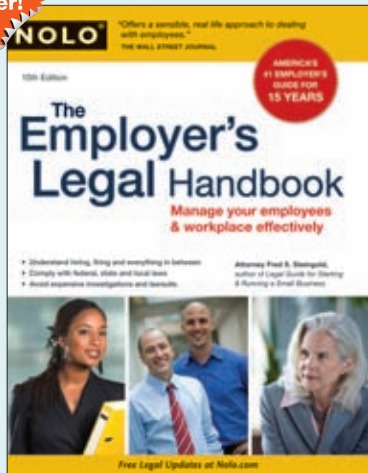
**Ships April 2011**

**\$39.99**

**978-1-4133-1381-9**

Previous ISBN: 978-1-4133-1055-9

RUNS, 8.5 x 11, 458 pages



*"Offers a sensible, real life approach to dealing with employees."*

**-THE WALL STREET JOURNAL**

*"Belongs on every business owner's bookshelf."*

**-LOS ANGELES TIMES**

### The Employer's Legal Handbook

Manage Your Employees & Workplace Effectively

by Attorney Fred S. Steingold :: 10th edition

Employment laws change often. Employers must stay on top of them or risk expensive lawsuits, a high risk in the fluctuating economy.

*The Employer's Legal Handbook* includes all the information employers need to successfully handle every aspect of the employment relationship, from hiring to firing, and everything in between.

Employers, HR staff, managers and supervisors learn how to comply with the most recent laws and regulations, and legally handle a range of workplace tasks such as:

- wages and hours
- benefits and time off
- employee privacy
- discrimination and harassment
- discipline and firing

The 10th edition provides updated 50-state charts and explains the latest developments in employment law, including health care reform.

**BUSINESS & ECONOMICS** / Human Resources & Personnel Management

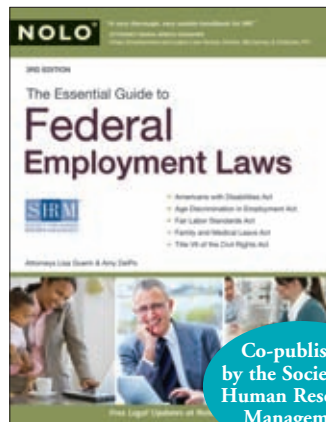
**Ships May 2011**

**\$49.99**

**978-1-4133-1390-1**

Previous ISBN: 978-1-4133-1023-8

EMPL, 7 x 9, 374 pages



Co-published by the Society for Human Resources Management

### The Essential Guide to Federal Employment Laws

by Lisa Guerin, J.D. & Attorney Amy DelPo :: 3rd edition

A must-have for any business owner, manager, or human resources professional, *The Essential Guide to Federal Employment Laws* covers 20 major federal employment laws that most businesses must comply with regularly, including the Americans With Disabilities Act, COBRA, and the Family and Medical Leave Act.

In an easy-to-use format, each chapter addresses a single law, explaining:

- what the law requires and prohibits
- which businesses must comply with the law
- where to find the text of the law
- which federal agency enforces the law
- which state laws are related
- how to handle deadlines and paperwork requirements

The 3rd edition provides information on final regulations dealing with genetic discrimination, plus updated information on the state of the COBRA subsidy. It also includes nearly a dozen 50-state charts updated to cover recent changes to state laws.

**BUSINESS & ECONOMICS** / Human Resources & Personnel Management

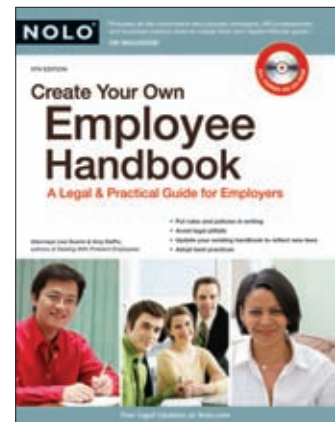
**Ships April 2011**

**\$49.99**

**978-1-4133-1379-6**

Previous ISBN: 978-1-4133-0889-1

FEMP, 7 x 9, 526 pages



### Create Your Own Employee Handbook

A Legal & Practical Guide

by Lisa Guerin, J.D. & Attorney Amy DelPo :: 5th edition

Clearly defined employee policies help companies run a productive workplace and avoid legal problems. And with new laws and technology affecting the workplace every day, adopting the best employment practices is more important than ever.

*Create Your Own Employee Handbook* helps business owners, managers and HR professionals put solid employee policies in place for any size company, in any state. With up-to-date legal information and sample policies, employers can create or update an employee handbook that outlines the rules on:

- at-will employment
- wages and hours
- discrimination and harassment
- time off
- email and Internet use
- workplace privacy

Included on CD are sample policies that employers can use as-is or tailor to meet their needs.

The 5th edition covers emerging workplace issues, such as social networking and product reviews, plus changes necessitated by the health care reform law.

**BUSINESS & ECONOMICS** / Human Resources & Personnel Management



BOOK WITH CD

**Ships May 2011**

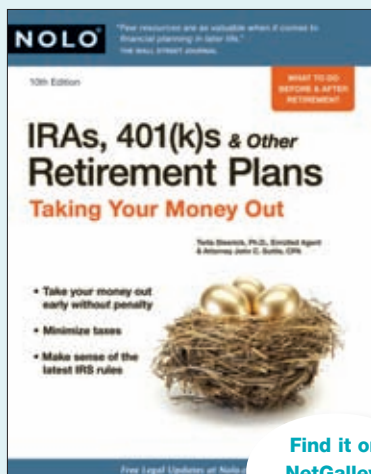
**\$49.99**

**978-1-4133-1385-7**

Previous ISBN: 978-1-4133-1029-0

EMHA, 8.5 x 11, 409 pages





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**Ships June 2011**

**\$34.99**

**978-1-4133-1393-2**

Previous ISBN: 978-1-4133-1031-3

RET, 7 x 9, 308 pages

*“Few resources are as valuable when it comes to financial planning in later life.”* **—THE WALL STREET JOURNAL**

## IRAs, 401(k)s & Other Retirement Plans

Taking Your Money Out

by *Twila Slesnick, PhD & Attorney John C. Suttle :: 10th edition*

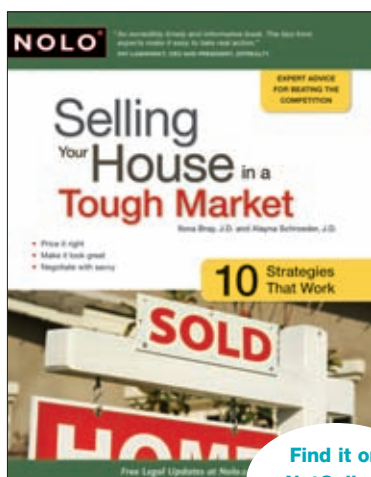
Roughly 29% of the U.S. population is approaching retirement. They—and anyone retiring early, changing jobs, looking to borrow money from a retirement plan, or wondering what to do with an inherited plan—will want to avoid the stiff taxes and penalties that lurk in the fine print.

*IRAs, 401(k)s & Other Retirement Plans* discusses the common types of retirement plans, including 401(k)s, profit-sharing plans, Keoghs, IRAs and tax-deferred annuities, and explains the rules that govern distributions from each plan. Readers learn about all of their options so they can make the best choices when taking their money out. They’ll find out how to:

- adopt tax strategies before and after retirement
- convert from one plan to another
- take required distributions
- minimize taxes
- avoid penalties for taking money out early
- determine and handle distributions to beneficiaries

The 10th edition is updated with the latest tax rates, tables and method for calculating distributions.

**BUSINESS & ECONOMICS** / Personal Finance / Retirement Planning



Find it on  
NetGalley,  
Feb '11

**Ships April 2011**

**\$24.99**

**978-1-4133-1383-3**

Previous ISBN: 978-1-4133-1035-1

DOWN, 7 x 9, 226 pages

*“The tips from experts make it easy to take real action.”*

**—PAT LASHINSKY, CEO AND PRESIDENT, ZIPREALTY**

## Selling Your House in a Tough Market

10 Strategies That Work

by *Ilona Bray, J.D. & Alayna Schroeder, J.D. :: 2nd edition*

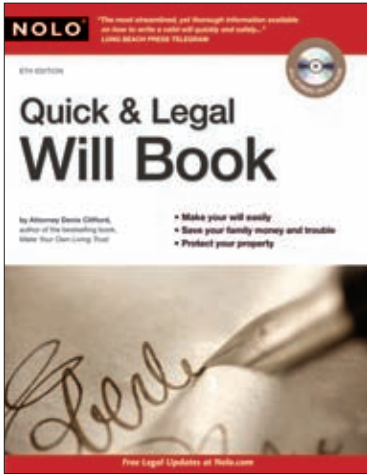
*Selling Your House in a Tough Market* provides strategies for selling a home successfully and for the maximum amount, while giving special consideration to the depressed state of the current housing market.

With input from a team of experts, including real estate agents, lawyers, mortgage brokers, a stager, and a home inspector, *Selling Your House in a Tough Market* walks readers through the entire process of selling a home. From fixing it up for sale to negotiating and closing the deal, it explains how to:

- determine the right price
- hire and work with the best real estate agent
- sell the house without an agent
- offer buyer incentives, such as seller financing
- rent or lease the home

The 2nd edition includes expanded advice on issues to consider with short sales; the latest on what to expect when waiting for buyers to get their financing in order; and updated figures.

**BUSINESS & ECONOMICS** / Real Estate



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## Quick & Legal Will Book

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*Quick & Legal Will Book* is a no-nonsense companion for people who wish to write a simple will that suits their needs without a lot of time and trouble. With a minimum of fuss, the book covers all of the major issues that may arise when writing a will, including:

- naming beneficiaries
- naming executors
- setting up trusts for minors
- signing a will in front of witnesses
- choosing guardians
- changing or revoking a will

*Quick & Legal Will Book* provides customizable forms and step-by-step instructions that people can use to create a will for a single or married person, with or without children. A beneficiaries worksheet and self-proving affidavits, which make it easier for a will to be proven in probate court when the time comes, are also included.

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SPNT, 7 x 9, 266 pages

**Create a special needs trust for a loved one's care with the forms and information you need, and enjoy peace of mind**

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Millions of children have disabilities that require long-term support and medical assistance from Supplemental Security Income (SSI) and Medicaid. *Special Needs Trusts* contains everything that a parent or legal guardian needs to provide financial security for a child or loved one with a disability—without jeopardizing their eligibility for government benefits.

Clear legal information, step-by-step guidance and forms let parents create a special needs trust that covers many needs and expenses, including:

- annual independent check-ups
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- vehicles and transportation
- essential dietary needs
- insurance
- trips or vacations

The 4th edition includes updated eligibility requirements for government benefits, current resources, and an experienced perspective about when to make a special needs trust independently and when to seek the help of an attorney.

**LAW** / Estates & Trusts



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## Solve Your Money Troubles

Debt, Credit & Bankruptcy

by Robin Leonard, J.D. & Attorney Margaret Reiter :: 13th edition

With so many Americans out of work, in foreclosure, or struggling with a mountain of credit card debt, people need a comprehensive guide that covers all possible options for managing debt.

*Solve Your Money Troubles* is written for anyone who wants to make smart money decisions and regain financial freedom. Consumers with high credit card, student loan or other debt; people who bought homes with adjustable rate mortgages or other high risk financing; and people with modest or fixed incomes who simply need help managing money learn how to:

- prioritize debts
- deal with debt collectors
- negotiate with creditors to reduce debts
- take advantage of consumer protection laws
- determine if bankruptcy is a good option
- take advantage of government programs that help avoid foreclosure

The 13th edition is updated with new information on the federal Credit CARD Act and includes a new chapter on dealing with foreclosure.

**BUSINESS & ECONOMICS** / Personal Finance / Money Management

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**978-1-4133-1421-2**

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MT, 7 x 9, 520 pages



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## The New Bankruptcy

Will It Work For You?

by Attorney Stephen Elias :: 4th edition

More people are falling into debt as the recession and high unemployment rate continue. Many of them are looking for basic, high quality information about bankruptcy so they can decide whether it's the right option for them. And bankruptcy laws aren't easy to decipher.

*The New Bankruptcy* is a comprehensive, plain-English guide to the two most popular types of consumer bankruptcy—Chapter 7 and Chapter 13. It provides the information and solid strategies people need to make the right decisions about their debt situations. It covers:

- qualification rules for Chapter 7
- how Chapter 13 repayment plans work
- which debts are wiped out by bankruptcy
- how bankruptcy affects homeowners and credit
- whether cars and other property can be kept
- alternative ways to handle debt problems

The 4th edition includes updated state and federal exemption tables and provides new information on how Supreme Court cases have interpreted the new bankruptcy laws, including how disposable income is treated in Chapter 13 cases.

**BUSINESS & ECONOMICS** / Personal Finance / Money Management

**Ships May 2011**

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**978-1-4133-1391-8**

Previous ISBN: 978-1-4133-1025-2  
FIBA, 7 x 9, 385 pages



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"...offers the concrete answers you need to regain financial stability."

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## Credit Repair

by Robin Leonard, J.D. & Attorney Margaret Reiter 10th edition

In these times of reduced credit card limits, raised interest rates, and general economic anxiety, American consumers need to make all the more certain that their credit scores are accurate and up to date.

*Credit Repair* is a complete how-to guide for improving credit, useful for anyone who wants to clean up a credit report, maintain or improve a credit score, pay down debt and build good credit for the future. It explains how to:

- assess a particular debt situation and choose the best repair strategy
- correct errors and outdated information on credit reports
- negotiate with creditors to pay down debts
- avoid the latest credit scams
- take long-term steps to improve credit

The CD provides dozens of forms to help readers handle existing debts, deal with collection agencies, and avoid overspending.

The 10th edition has been completely reorganized. New chapters provide more information on how bankruptcy and foreclosure affect credit and how to reduce mortgage debt through the new government loan modification and refinancing programs. It also discusses the new Credit CARD Act.

**BUSINESS & ECONOMICS** / Personal Finance / Money Management

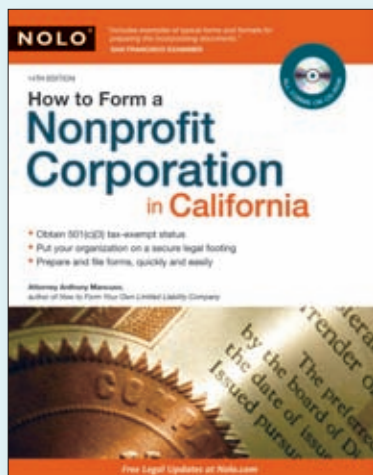
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Previous ISBN: 978-1-4133-1019-1  
CREP, 7 x 9, 268 pages



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**-ENTREPRENEUR**

## How to Form a Nonprofit Corporation in California

by Attorney Anthony Mancuso :: 14th edition

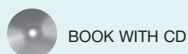
*How to Form a Nonprofit Corporation in California* provides educators, environmental groups, social service agencies, art groups and others everything they need to obtain 501(c)(3) tax-exempt status in the golden state. This comprehensive and easy-to-use guide takes readers step by step through the nonprofit incorporation process, explaining how to:

- choose a name and file articles of incorporation
- take advantage of tax benefits
- qualify for public charity status
- create legal bylaws
- prepare minutes of a first meeting
- prepare a federal 501(c)(3) tax exemption application

The CD provides all required forms, including articles for a public benefit corporation, bylaws and bill of sale for assets.

The 14th edition is revised to cover the latest laws and forms, including bylaws that allow for electronic transmission of meetings and notices. The book also covers new online services and options related to forming a nonprofit corporation.

**BUSINESS & ECONOMICS** / Nonprofit Organizations & Charities



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NON, 8.5 x 11, 392 pages



## Fight Your Ticket & Win in California

by Attorney David Brown  
14th edition

Confusing traffic signs; improper use of a radar gun; an insignificant violation of an obscure rule; or maybe the officer simply got it wrong. Whatever the charge, an uncontested ticket can still mean a steep fine and higher insurance rates.

*Fight Your Ticket in California* provides proven techniques for challenging nearly every type of traffic violation in court, including reckless driving, moving violations, driving with a suspended license, defective equipment and driving under the influence. California motorists learn how to:

- prepare and present evidence
- argue before a judge
- cross-examine a police officer's testimony
- handle a misdemeanor charge
- get a case dismissed
- appeal a conviction

The appendix provides a number of useful blank forms, including a Request for New Trial (Trail de Novo) and a Notice of Appeal (Infraction).

The 14th edition is updated to incorporate changes in California law, enforcement policies, and fines.

**LAW/ Courts**

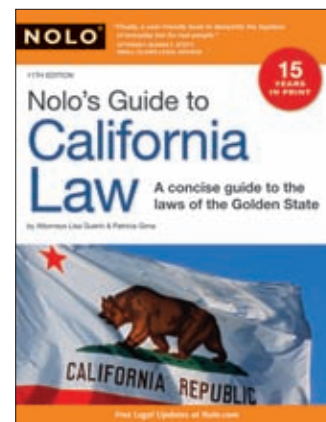
**Ships July 2011**

**\$29.99**

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Previous ISBN: 978-1-4133-1030-6

FYT, 8.5 x 11, 418 pages



## Nolo's Guide to California Law

by the Editors of Nolo  
11th edition

*Nolo's Guide to California Law* is an operating manual for California citizens; it covers basic legal rights and responsibilities in nearly every area of civil law that affects our lives daily.

Organized in easy-to-use alphabetical format, it provides clear answers to questions about:

- children, adoption and child support
- consumer rights
- courts, lawsuits, and mediation
- debts, loans, credit, and bankruptcy
- marriage and divorce
- domestic partnerships
- landlord and tenant law
- employee rights
- inheritance and wills

A worthy addition to any home or business book shelf, *Nolo's Guide to California Law* can help California residents understand and assert their rights in almost every category of the law.

The 11th edition is updated to reflect new California state law.

**LAW / Practical Guides**

**Ships June 2011**

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- executor documents
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The software also provides a selection of helpful every day forms, such as child and elder care agreements and various authorizations, while the comprehensive onscreen legal manual addresses any questions that arise along the way.

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*\* Estate planning documents not valid in Louisiana or the U.S. Territories.*

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For more information, or to order, contact: [tradecs@nolo.com](mailto:tradecs@nolo.com)

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Nolo has long strived to help libraries keep Nolo books on their shelves, and the Stolen Book Replacement (SBR) program helped us do that. But we think we can do better.

Our new program rewards librarians for their loyalty to Nolo. We invite you to compare the old (SBR) with the new (Nolo's Bonus Books).

What should you do while waiting for your 2011 Bonus Books allotment to be announced:

1. Get a valid email on record with your library's Nolo account by contacting Nolo's Customer Service Department at 800.955.4775 or [librarycs@nolo.com](mailto:librarycs@nolo.com).
2. Set up a free account with Edelweiss (<http://edelweiss.abovethetree.com/Register.aspx>).

For more information, visit [www.nolo.com/library/replacement-policy.html](http://www.nolo.com/library/replacement-policy.html).



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<b>Notifications</b>	One notification by U.S. mail	<b>Two notifications by email</b>
<b>Books</b>	Must be published six months prior to request	<b>Two pre-selected lists of books; one offered Jan-June and one offered July-Dec</b>
<b>Orders</b>	Faxed, phoned and mailed to Nolo	<b>Submitted directly to Nolo via Edelweiss</b>
<b>Number of FREE books</b>	Up to 15 books per year	<b>Up to 20 books per year</b>



## NOLO E-CONTENT

Did you know EBSCO launched two databases featuring Nolo's plain-English content? They contain full-text Nolo books, many of which include useful forms.

**The Small Business Reference Center** gives entrepreneurs and business professionals tools to address small business topics: [www.ebscohost.com/smallbusinessreferencecenter](http://www.ebscohost.com/smallbusinessreferencecenter).

**The Legal Information Reference Center** offers the everyday user detailed do-it-yourself instructions to confidently take on legal issues: [www.ebscohost.com/legalinformationreferencecenter](http://www.ebscohost.com/legalinformationreferencecenter).

## FREE RESOURCES ON NOLO.COM

There are many ways for your library patrons to get up-to-date legal and business information—lots of it free!—from Nolo. Here are just a few:

### Free Nolo books

[www.nolo.com/legal-encyclopedia/free-books/](http://www.nolo.com/legal-encyclopedia/free-books/)

We provide the full text of seven books on nolo.com, free of charge, and we're adding more all the time. We do our best to ensure that the featured books represent a range of topics, from small business to tenants' rights. We encourage you to link your library's catalog to these online books so your patrons have one more way to access valuable legal and business information.



### State Law Resources

Direct your patrons to [www.nolo.com/legal-research/state-law.html](http://www.nolo.com/legal-research/state-law.html) where they'll find a state-by-state legal guide with links to Nolo content and state agencies, plus information about each state's court system elected officials, and common legal issues.



### U.S. Supreme Court Center

<http://supreme.nolo.com/>

Nolo.com houses the full-text decisions from the nation's top court from 1791 through the current term. Your patrons can browse cases by volume, year, or recent opinion.



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- Standard Library Discount: .....20%

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**We ship and bill orders via USPS Library Mail.** (UPS shipping available upon request and will be billed at current UPS rates.) Estimate freight at \$3 for the first book, and 30¢ for each additional book, or four (4%) of total order if ordering five (5) or more titles. We strive to ship all orders **within 48 hours**. This applies to books shipped within the continental U.S. only.

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## STANDING ORDER PLAN FOR LIBRARY ACCOUNTS

### Here's how to stay current and receive a 30% discount

Nolo's standard library discount is 20%. Did you know that library accounts can receive **30% off** all orders by participating in one or more Standing Order Plans (SOP)? Not only will your library receive a significant discount, but you'll keep your collection current with the latest legal and small business books.

**By placing at least one title on a Standing Order Plan, you will receive a 30% discount on all your Nolo book orders!**

**OPTIONS** (Please note that you can participate in more than one plan.)

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Visit [www.nolo.com/library/](http://www.nolo.com/library/) for full details about our plans. If you don't find a plan that meets your needs, we can help you develop one that works for you. Please call us for more information.

### How to Get Started:

To initiate your standing order plan, order subsequent editions of Nolo's new titles, or to add them to an SOP, contact our Customer Service department by phone, fax, or email.

## BOOK REPLACEMENT / NOLO'S BONUS BOOKS

### Book Replacement Plan for Libraries:

Nolo's Stolen Book Replacement program is being redesigned to represent what it really is: a Thank You to librarians for purchasing books directly from us.

The details:

- New name: **Nolo's Bonus Books**
- Notifications will come by e-mail only
- Simplified qualification chart
- Simplified book selection: Two lists of available books will be offered; one set will be offered January through May and a second June through December
- All orders will be submitted through Edelweiss at <http://edelweiss.abovethetreeline.com/browse/nolo>

What should you do now to prepare? **Make sure your library has an email address associated with its Nolo account.** If you order direct from Nolo you will receive a postcard in the mail at the beginning of December with a reminder and more details. You can also check [www.nolo.com/library/replacement-policy.html](http://www.nolo.com/library/replacement-policy.html).



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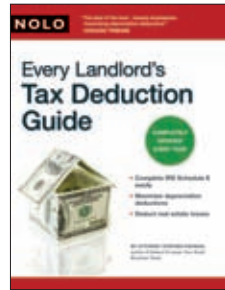
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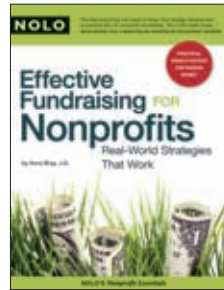
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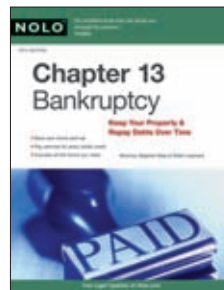
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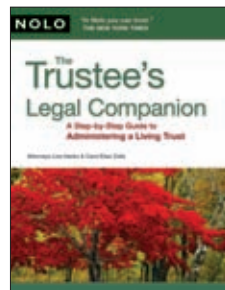
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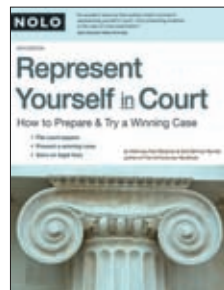
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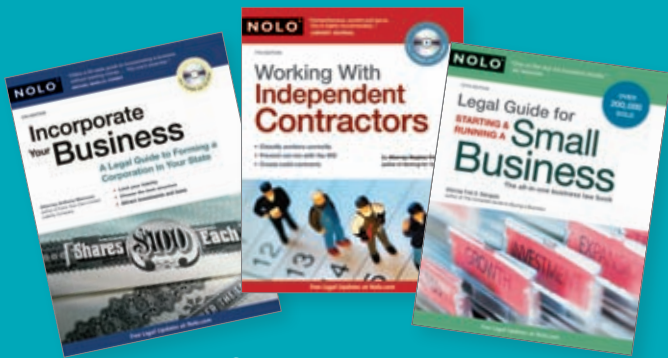


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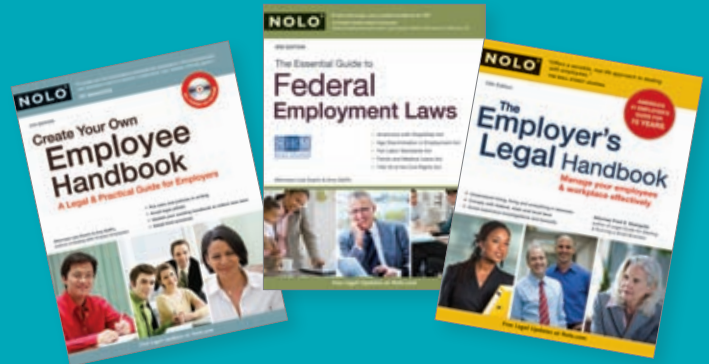


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