

**APPLICATION FOR MEMBERSHIP IN
SAN DIEGO LEGAL SECRETARIES ASSOCIATION**

COMPLETE AND DELIVER THE ORIGINAL APPLICATION, WITH CHECK PAYABLE TO SAN DIEGO LEGAL SECRETARIES ASSOCIATION FOR \$50.00, WHICH INCLUDES LOCAL DUES, ANY INITIATION FEE AND LEGAL SECRETARIES, INCORPORATED (LSI)* PER CAPITA TAX, TO:

ANNIE PARRISH
SAN DIEGO LEGAL SECRETARIES ASSOCIATION
P.O. BOX 127073
SAN DIEGO CA 92112-7073

Please type or print for clarity.

NAME OF APPLICANT _____

EMPLOYER _____ POSITION _____

CURRENT AREA(S) OF LAW: _____

LENGTH OF TIME WITH EMPLOYER: _____ If less than 6 months, list previous employment below

WORK ADDRESS _____ CITY/ZIP _____

HOME ADDRESS _____ CITY/ZIP _____

PREFERRED MAILING ADDRESS: WORK HOME PREFERRED ROSTER ADDRESS: WORK HOME

BUSINESS TELEPHONE (_____) _____ RESIDENCE TELEPHONE (_____) _____

If you do not want your home telephone number listed in the roster please check the box.

E-MAIL _____

EMPLOYMENT IN THE LEGAL FIELD, IF LESS THAN 6 MONTHS WITH CURRENT EMPLOYER (INCLUDE POSITIONS, DATES) _____

PREVIOUS MEMBERSHIP IN A LEGAL SECRETARIES ASSOCIATION (INCLUDE ASSOCIATIONS, DATES) _____

Birthday (month / day only) _____ (optional)

IF ACCEPTED AS A MEMBER, I AGREE TO BE BOUND BY THE BYLAWS AND STANDING RULES OF LEGAL SECRETARIES, INCORPORATED, AND THE LOCAL ASSOCIATION TO WHICH I HEREBY APPLY FOR MEMBERSHIP, INCLUDING THE FOLLOWING CODE OF ETHICS:

IT SHALL BE THE DUTY OF EACH MEMBER OF LEGAL SECRETARIES, INCORPORATED TO OBSERVE ALL LAWS, RULES AND REGULATIONS NOW OR HEREAFTER IN EFFECT RELATING TO CONFIDENTIALITY AND PRIVILEGED COMMUNICATION, ACTING WITH LOYALTY, INTEGRITY, COMPETENCE AND DIPLOMACY, IN ACCORDANCE WITH THE HIGHEST STANDARDS OF PROFESSIONAL CONDUCT. (Dedicated to the memory of Joan M. Moore, PLS, CCLS, LSI President 1988-92)

SIGNATURE OF APPLICANT _____ DATE _____

SPONSOR _____ APPLICATION APPROVED _____

(Form adopted 4/25/02)

San Diego Legal Secretaries Association

SDLSA is a non-profit, mutual benefit corporation, to which membership is open to persons employed as legal support staff in the offices of attorneys who practice law in California. Also eligible for membership are attorneys, persons employed in the courts, and persons employed in other offices or institutions directly engaged in any work of a legal nature in San Diego County. Our objectives and purposes are to join together for the further education of legal secretaries and to cooperate with attorneys, judges and bar associations in stimulating a high order of professional standards and ethics among those performing secretarial and other duties in law offices. We encourage friendship, cooperation and an exchange of ideas among members. All SDLSA members are affiliated with Legal Secretaries, Incorporated, a statewide organization.

SDLSA offers the following benefits and programs, in addition to many others:

- Subscription to *The Legal Secretary*, a quarterly magazine published by LSI
- Subscription to *LegalLines*, a monthly bulletin published by SDLSA
- Monthly membership meetings with featured guest speakers
- Legal education classes, both beginning and advanced on legal procedures
- Credit union membership, insurance plans (dental & medical), Costco, Hertz, Wells Fargo
- California Certified Legal Secretary program (CCLS)

Applicants must have been continuously employed in San Diego for a period of at least six months or elsewhere for a continuous period of at least 12 months. Associate and Student memberships are available for those not meeting active membership requirements. Annual dues for active membership are \$50.00, for membership from May 1, 2007 to April 30, 2008. Student and Associate memberships are \$15.00. Pursuant to Standing Rule No.5, a collection fee of \$15, plus bank charges, shall be assessed for each returned check.

For more detailed information regarding eligibility for membership, contact Martha Villavicenzio at (619) 250-3974. If you are interested in applying for membership at this time, please mail the following form with your dues to: Ann Posthill, SDLSA Treasurer, P.O. Box 127073, San Diego, California 92112-7073.

~ ~ LSI LEGAL SPECIALIZATION SECTIONS MEMBERSHIP ~ ~

LSI MEMBERS ARE ELIGIBLE FOR MEMBERSHIP IN THE FOLLOWING LSI LEGAL SPECIALIZATION SECTIONS:

~ CIVIL LITIGATION
~ LAW OFFICE ADMINISTRATION

~ CRIMINAL LAW
~ PROBATE/ESTATE PLANNING

~ FAMILY LAW
~ TRANSACTIONAL LAW

ANNUAL DUES FOR LSI MEMBERS ARE \$75 WHICH INCLUDES MEMBERSHIP IN ALL SECTIONS. LSI LEGAL SPECIALIZATION SECTION MEMBERSHIP INCLUDES: (1) QUARTERLY SECTION NEWSLETTERS; (2) FREE QUARTERLY CONFERENCE WORKSHOPS; (3) REDUCED REGISTRATION FEES FOR REGIONAL SPECIALIZATION SECTIONS SEMINARS; AND, (4) STATEWIDE ROSTER LISTING EACH SECTION MEMBER'S NAME, ADDRESS, TELEPHONE NUMBER, EXPERTISE AND GEOGRAPHICAL AREA WITH WHICH FAMILIAR.

TO REQUEST LSI LEGAL SPECIALIZATION SECTIONS MEMBERSHIP INFORMATION, COPY THIS ENTIRE PAGE AND MAIL THE COPY TO:

LEGAL SPECIALIZATION SECTIONS COORDINATOR
LSI CORPORATE OFFICE
P.O. BOX 660
FORTUNA, CA 95540-0660

* ACCOMPANYING MEMBERSHIP IN LEGAL SECRETARIES, INCORPORATED, A CALIFORNIA NON-PROFIT MUTUAL BENEFIT ASSOCIATION, INCLUDES SUBSCRIPTION TO *THE LEGAL SECRETARY* MAGAZINE, REDUCED ANNUAL DUES FOR MEMBERSHIP IN LEGAL SPECIALIZATION SECTIONS AND DISCOUNTED PRICES ON PURCHASE OF *LSI LEGAL PROFESSIONAL'S HANDBOOK* AND *LAW OFFICE PROCEDURES MANUAL*.