



SAN DIEGO LEGAL SECRETARIES ASSOCIATION

NEW/RENEWAL MEMBERSHIP – ANNUAL DUES

MAY 1, 2020 to APRIL 30, 2021

Membership Category & Registration Dues

	NEW MEMBER Application		RENEWAL Application	
Active Member	\$50**	Active Retired Member	\$30*	LPI Life Member \$0
New Active Member	\$60 (after 6/30)	Retired Member	\$0	Life/Honorary Member \$0
Associate Member	\$15			

**** Membership dues paid from May 1 to June 30, 2020 will be \$50; New Members after June 30, 2020 will be \$60; Membership Renewals paid after June 30, 2020 will be \$70 (\$60 dues + \$10 late fee).**

*** All Active SDLSA® members are also members of LPI.® See next page for membership qualifications.**

NOTES: For Renewal members, applications and/or dues received after June 30, 2020, are subject to a \$10 penalty fee. The \$10 fee will be deposited into the SDLSA Scholarship Fund. For new Active members applying after Nov. 1, 2020, the registration fee is \$45.00. Pursuant to Standing Rule No. 4, a collection fee of \$25, plus bank charges shall be assessed for each returned check.

Deadline for Renewal Applications + Dues without late fee is June 30, 2020

Apply and pay dues online at www.sdlisa.org, or return this form with a check payable to **SDLSA®** to:

**Membership Chair, San Diego Legal Secretaries Association
PO Box 127073, San Diego, CA 92112-7073**

PLEASE TYPE OR PRINT CLEARLY ENTIRE FORM TO MINIMIZE ERRORS

Applicant's Name: _____
Last
First
Middle Initial

PREFERRED CONTACT FOR SDLSA COMMUNICATIONS, LEGALINES NEWSLETTER AND MEMBERSHIP ROSTER:
Please contact me at my Business / Employer Residence
(For SDLSA Business and Announcements, Legalines, and Membership Roster)

BUSINESS / EMPLOYER CONTACT INFORMATION

Business / Employer: _____ Position: _____
 Street Address: _____ City, State, Zip: _____
 Telephone: _____ E-Mail Address: _____
 Do not publish business telephone in SDLSA Roster Do not publish business e-mail address in SDLSA Roster
 Current Areas of Law: _____ How did you hear about SDLSA? _____
 Name of supervisor: _____ Email Address of Supervisor: _____
 Length of Time with Current Employer: _____ If employed less than 6 months, please list previous employment:

Name of Firm	Position	Dates Employed/Location
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Previous Membership in a Legal Secretaries organization: _____
Name of Organization
Dates

Please check if you are: CCLS PLS CLA Other Credential or Certification: _____

HOME CONTACT INFORMATION

Street Address: _____ City, State, Zip: _____
 Telephone: _____ E-Mail Address: _____
 Do not publish home telephone in SDLSA Roster Do not publish home e-mail address in SDLSA Roster
 Birthdate (optional): Month: _____ Day: _____ When did you become a member of SDLSA? _____

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 1980–82)

Applicant's Signature _____ Date _____

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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 objective is to join together to further the 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 Active and Active Retired SDLSA® members are affiliated with Legal Secretaries, Incorporated, a statewide organization.

The membership year runs from May 1, 2020 through April 30, 2021. Active membership applicants must have been continuously employed in legal work (1) in San Diego for at least six months, or (2) elsewhere for at least 12 months. Associate memberships are available for those not meeting active membership requirements. The SDLSA Board of Directors will review all applications for membership approval.

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

- Subscription to *The Legal Secretary*, a quarterly magazine published by LPI®
- Subscription to *Legalines*, a monthly bulletin published by SDLSA®
- Monthly membership meetings with educational guest speakers
- Legal education classes on legal procedures, both beginning and advanced
- Credit union, insurance plans (dental & medical), AAA, car rentals, Wells Fargo, 1-800-FLOWERS
- California Certified Legal Secretary (CCLS) program
- MCLE and CCLS credit offered at SDLSA educational programs throughout the year

LPI® LEGAL SPECIALIZATION SECTIONS MEMBERSHIP

SDLSA® Active Members are eligible for membership in the following LPI Legal Specialization Sections:

- Civil Litigation Family Law/ Criminal Probate/Estate Planning
- Federal Law Office Administration Specialty Law

ANNUAL DUES FOR LSI MEMBERS ARE \$75 TO JOIN ALL SECTIONS OR \$20 PER SECTION AND IS PAID DIRECTLY TO LPI. LPI® 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.

For membership information about LPI® Legal Specialization Sections, visit LPI's website at www.LPI.org or copy this entire page and e-mail or mail the copy to:

LEGAL SPECIALIZATION SECTIONS COORDINATOR
LPI CORPORATE OFFICE
 2520 Venture Oaks Way, Suite 150, Sacramento, CA 95833 kim@lpi.org

SDLSA is a Volunteer-Based Organization.

Please Consider Joining a Committee as You Submit Your Application. We Appreciate Your Support!

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| Anniversary Celebration | Historian | Membership |
| Archives | Installation | Nominations & Elections |
| Audit | Inter-Association | Programs |
| Boss/Secretary Cum Laude | Legalines | Publicity & Social Media |
| Community Outreach | Legal Procedure & Day In Court | Scholarship & Career Promotion |
| Education | Marketing & Advertising | Ways & Means |

Name: _____ **Phone/E-Mail:** _____

PLEASE SUBMIT BOTH PAGES OF THIS FORM