

APPLICATION FOR MEMBERSHIP
IOWA ASSOCIATION OF LEGAL ASSISTANTS

Membership term begins February 1 and ends January 31

Annual dues vary by type of membership and are prorated based upon the month of application. Please remit the appropriate amount based upon your membership classification. All dues are nonrefundable. Membership belongs to the applicant and not to the applicant's employer.

Month of Application	Active	Associate	Student	Sustaining
February through July	\$90.00	\$60.00	\$25.00	\$150.00
August through November	\$45.00	\$30.00	\$25.00	\$150.00
December & January (includes renewal fee for next membership year)	\$90.00	\$60.00	\$25.00	\$150.00

I hereby apply for _____ membership in the Iowa Association of Legal Assistants (see next page for membership classifications.)

Name: _____ Telephone Number: _____ County of Employment: _____

Mailing address: _____
(include: PO Box, Street Address, Apt #, City, State, Zip Code)

Primary E-mail address: _____

Secondary E-mail address: _____

I understand that IALA periodically sends e-mails to its members.

Home address, if not listed above: _____

Home phone number, if not listed above: _____ If CLA/CP: Date certified: _____

Employer name and address (or school name, if applicable)

(include: PO Box, Street Address, Suite #, City, State, Zip Code)

Areas of work expertise: _____

I agree to be bound by the ethical standards and by-laws adopted by IALA, an affiliated association of the National Association of Legal Assistants (NALA). All members are bound by the NALA Code of Ethics and Professional Responsibility.

Date: _____

 Signature of Applicant

AMERICAN BAR ASSOCIATION DEFINITION OF A LEGAL ASSISTANT: A Legal Assistant or paralegal is a person, qualified by education, training or work experience who is employed or retained by a lawyer, law office, corporation, governmental agency or other entity and who performs specifically delegated substantive legal work for which a lawyer is responsible.

ATTORNEY-EMPLOYER/SCHOOL ATTESTATION

I hereby attest that I have read and understand the American Bar Association (ABA) definition of legal assistant as set forth on this application for membership. I attest that Applicant is supervised by me and is qualified as a legal assistant/paralegal as defined by the ABA OR is currently enrolled in a legal assistant/paralegal program and is a student in good standing.

Date: _____

 Signature of Supervising Attorney/School Program Director

Please indicate which publication you would like to receive with your active membership: ___ Paralegal Today ___ Facts & Findings

Please mail this form with the appropriate membership dues to: **IOWA ASSOCIATION OF LEGAL ASSISTANTS, Melissa Wickerath, 2nd Vice President, PO Box 1645, Sioux City, IA 51102-1645.** Please email questions to membership@ialanet.org.

MEMBERSHIP CLASSIFICATIONS:

ACTIVE: An individual whose supervising attorney attests that such person is qualified as a legal assistant/paralegal AND that such individual works at least three-fourths of total hours of employment as a legal assistant as defined by the American Bar Association. Active members must live or work in the state of Iowa.

This membership classification carries voting privileges at the state level. Active members may serve as state officers.

ASSOCIATE: Any individual not currently employed as a legal assistant/paralegal who has successfully completed a course of study as a legal assistant/paralegal at an educational institution.

Any individual not currently employed as a legal assistant/paralegal who has successfully completed the Certified Legal Assistant (CLA) examination administered by the National Association of Legal Assistants.

Any former active member of IALA not currently employed as a legal assistant/paralegal.

Associate members may vote and hold office on a regional level, but do not have state voting rights and may not hold a state office.

STUDENT: Any individual who is a student at any educational institution pursuing a course of study as a legal assistant/paralegal, and who is not currently employed as a legal assistant/paralegal.

Evidence of good standing or an attestation of the director of said program that the individual is a student in good standing is required.

Student members do not have voting rights and may not act as an officer on either the state or regional level.

SUSTAINING: Those members of bar associations or the legal profession endorsing the legal assistant concept or involved in the promotion of the legal assistant profession

Those members of the educational field endorsing the legal assistant concept or involved in the promotion of the legal assistant profession.

Any person or entity endorsing the legal assistant concept or expressing a viable ongoing interest in the legal profession and approved by the Board of Directors.