

**APPLICATION FOR MEMBERSHIP IN  
ALAMEDA COUNTY LEGAL SECRETARIES ASSOCIATION (2025-2026 Fiscal Year)**

**COMPLETE, THEN MAIL OR DELIVER THE ORIGINAL APPLICATION, WITH CHECK PAYABLE TO ACLSA, FOR THE APPROPRIATE AMOUNT FOR YOUR MEMBERSHIP CATEGORY CHECKED BELOW, WHICH INCLUDES LOCAL DUES, ANY INITIATION FEE AND LEGAL SECRETARIES, INCORPORATED (LPI)\* PER CAPITA TAX TO:**

Winnie Owen  
ACLSA Treasurer  
c/o Dentons US LLP  
1999 Harrison St., Suite 1210  
Oakland, CA 94612

NAME OF APPLICANT \_\_\_\_\_ DOB: \_\_\_\_\_ (month & day only)

EMPLOYER \_\_\_\_\_ POSITION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY/ZIP \_\_\_\_\_

**(Use the email address where you want your LPI "The Legal Professional®" magazine e-mailed)**

BUSINESS TELEPHONE (\_\_\_\_) \_\_\_\_\_ RESIDENCE/CELL TELEPHONE (\_\_\_\_) \_\_\_\_\_

BUSINESS E-MAIL \_\_\_\_\_ RESIDENCE E-MAIL \_\_\_\_\_

\_\_\_\_\_ **RENEWAL \$85** (\$25 ACLSA, \$60 LPI) \_\_\_\_\_ **NEW \$85** (\$25 ACLSA, \$60 LPI)

EMPLOYMENT IN THE LEGAL FIELD (INCLUDE POSITION, DATES) \_\_\_\_\_

PREVIOUS MEMBERSHIP IN A LEGAL SECRETARIES/PROFESSIONALS ASSOCIATION (INCLUDE ASSOCIATIONS, DATES, POSITIONS HELD) \_\_\_\_\_

SPECIAL SKILLS (SUCH AS NOTARY PUBLIC, LITIGATION, PROBATE, FAMILY LAW, ETC.): \_\_\_\_\_

TYPE OF LAW AT YOUR PLACE OF EMPLOYMENT: \_\_\_\_\_

COMMITTEE CHAIR/OFFICES WILLING TO HOLD/HELP WITH: \_\_\_\_\_

IF ACCEPTED AS A MEMBER, I AGREE TO BE BOUND BY THE BYLAWS AND STANDING RULES OF LEGAL PROFESSIONALS, 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 PROFESSIONALS, 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)*

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

REFERRED BY: \_\_\_\_\_

Membership in LEGAL PROFESSIONALS INCORPORATED ([www.legalprofessionalsinc.org](http://www.legalprofessionalsinc.org)) provides many benefits including:

California Certified Legal Secretary (CCLS) Program  
Law Office Procedures Manual and Legal Professional's Handbook Publications  
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Continuing Legal Education— check out LPI's Course Catalog



\* ACCOMPANYING MEMBERSHIP IN LEGAL PROFESSIONALS, INCORPORATED, A CALIFORNIA NON-PROFIT MUTUAL BENEFIT ASSOCIATION, INCLUDES SUBSCRIPTION TO THE LEGAL PROFESSIONAL® MAGAZINE, AND DISCOUNTED PRICES ON PURCHASE OF LPI LEGAL PROFESSIONAL'S HANDBOOK AND LAW OFFICE PROCEDURES MANUAL.