

# MT. DIABLO LEGAL PROFESSIONALS ASSOCIATION MEMBERSHIP RENEWAL FORM

Please send in your renewal dues in early May to avoid any late fees, and provide all information requested below, as it allows us to update our membership roster and ensure your receipt of the *Quid Novi* and *The Legal Secretary*. Questions? Call Cristina at 925-813-4325, or email: [cgomez@angius-terry.com](mailto:cgomez@angius-terry.com). **MAIL WITH CHECK PAYABLE TO "MDLPA" TO: Cristina Gomez, MDLPA Vice President, P.O. Box 8077, Walnut Creek, CA 94596.**

- Full Membership Renewal Fees are \$45.
- Student Membership Renewal Fees are \$22.50. *Proof of enrollment must accompany your payment.*
- Associate Membership Renewal Fees are \$22.50.

*A late charge of \$5 will be assessed for payments made between 6/1 and 6/30. A reinstatement fee of \$10 will be assessed for payments made after 7/1. For more info on renewal fees, types of membership, late payments, etc., please visit our website at: [http://www.mdiablolpa.info/membership\\_renewal](http://www.mdiablolpa.info/membership_renewal)*

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Employer: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Work Address/City/State/Zip: \_\_\_\_\_

Home Address/City/State/Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Fax Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Preferred Mailing Address:  Home  Work

In what areas of law do you work? \_\_\_\_\_

Please choose any one or more committees you would like to chair or help with:

✓	Committee	Responsibilities
	Audit/Budget	Audit previous year's accounting and prepare budget for new fiscal year.
	Bulletin Editor	Responsible for publishing our monthly bulletin, the <i>Quid Novi</i> .
	CCLS/Legal Secretarial Training *	Coordinate study group and assist members in their preparation for the CCLS exam. Responsible for promoting education by presenting seminars or other programs.
	Conference	Volunteer to help with upcoming conferences.
	Day in Court	Coordinate program for members to tour local court.
	Employer Appreciation Night	Plan/coordinate an annual evening to honor employers of MDLPA members and members.
	Employment *	Collect/provide employment information to members.
	Holiday Party	Plan/coordinate our holiday party, including working with a charitable organization such as sponsoring a family to whom members will provide holiday gifts.
	Insurance/Credit Union	Responsible for keeping members informed about the insurance and credit union benefits available to us as members of LSI.
	Interclub *	Exchange ideas between this Association and others in the area, to visit neighboring associations and to represent this Association at meetings of other clubs whenever possible.
	Historian	Prepare photo album/historical record of the association to present to President.
	Law Office Products and Management	Inform members about useful office products and management tools or techniques.
	Legal Procedure *	Inform members of current court forms, schedules, rules, procedures and changes in the law.
	Professional Liaison *	Encourage good public relations between the local Bar Association, this Association and the State organization.
	Program/Reservations	Reserve restaurant for general meeting, coordinate speakers/entertainment for monthly meetings, and coordinate reservations from members and collect money for dinner.
	Public Affairs/Publicity *	Supervise the placing of news items and releases concerning the Association in local publications and to keep a record of any items so published.
	Scholarship	Responsible for awarding MDLPA's scholarship, including accepting and reviewing applications; also submits applications to the LSI scholarship program.
	Sunshine/Hospitality	Send cards and/or flowers when appropriate (hospitalization, births, etc.) to members.
	Ways & Means *	Devise ways and means of raising funds for the Association in order to meet the financial requirements not covered by membership dues.

\* These chair positions are permanent and listed specifically in our Bylaws; all others would be considered Special Committees.