



# Nebraska Paralegal Association (NePA)

PO Box 24943, Omaha, NE 68124-0943

[www.nebraskaparalegal.org](http://www.nebraskaparalegal.org)

An Affiliate of the National Association of Legal Assistants, Inc. (NALA)

## Distance Membership Application

Please refer to NePA Standing Rules, Section 3, for membership qualifications. The first year's dues of \$40.00 and Initiation Fee of \$25.00 must accompany this application. Thereafter, dues are payable by August 1 of each year and delinquent if not paid by October 1 (fiscal year is October 1 – September 30). There is no proration of dues for a partial year.

**A.** Name: \_\_\_\_\_ E-mail Address\*: \_\_\_\_\_  
Employer: \_\_\_\_\_ Home Address: \_\_\_\_\_  
Employer's Address: \_\_\_\_\_  
Office Phone: (\_\_\_\_) \_\_\_\_\_ Office Fax: (\_\_\_\_) \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_  
Law office consisting of: \_\_\_\_\_ # of attorneys; \_\_\_\_\_ # of paralegals/legal assistants; and \_\_\_\_\_ # of non-legal personnel.  
Are you interested in serving on a NePA committee? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If Yes, please indicate which committee(s) below:  
Annual Meeting/Mid-Year Meeting/CLE \_\_\_\_\_ Official Publications \_\_\_\_\_ Website \_\_\_\_\_  
Audit \_\_\_\_\_ Public Relations/NSBA Liaison/Law Day \_\_\_\_\_ Ad Hoc-CP Review Course \_\_\_\_\_  
Library \_\_\_\_\_ Scholarship-CLA \_\_\_\_\_ Ad Hoc-Ad/Sponsorship \_\_\_\_\_  
Membership \_\_\_\_\_ Scholarship-Student \_\_\_\_\_ Ad Hoc-Distance Membership \_\_\_\_\_  
Nominations/Elections \_\_\_\_\_ Student Membership/Services/Mentoring \_\_\_\_\_ Ad Hoc-Leadership Development \_\_\_\_\_

\* (NOTE: All NePA communications are sent by E-mail. Please provide the E-mail address to which you want communications sent.)

**B.** 1. Current Job Title: \_\_\_\_\_ Practice area(s): \_\_\_\_\_  
2. Currently employed as an active Paralegal/Legal Assistant: \_\_\_\_\_ years. Total years experience as an active Paralegal/Legal Assistant: \_\_\_\_\_  
(Must include at least six months of in-house training as a Paralegal/Legal Assistant to qualify for Active Membership status.)  
3. Formal Paralegal/Legal Assistant education. List name and address of school, with dates of graduation or completion: \_\_\_\_\_  
(Please attach certificate or its equivalent.)  
4. If no Formal Paralegal/Legal Assistant education, please list number of years of law-related experience under attorney supervision: \_\_\_\_\_ years.  
(Minimum of three years required, including six months of in-house training as a Paralegal/Legal Assistant.)  
5. If no Formal Paralegal/Legal Assistant education or law-related experience, please list number of years of in-house training as a  
Paralegal/Legal Assistant: \_\_\_\_\_ years. (Minimum of two years required.)  
6. If you hold a CP/CLA credential, please list date of original certification and most recent renewal, if applicable: \_\_\_\_\_  
(Please attach copy of relevant certificate)  
7. If you hold an ACP/CLAS credential, please list the following:  
Specialty area \_\_\_\_\_ Date certified/renewed \_\_\_\_\_  
Specialty area \_\_\_\_\_ Date certified/renewed \_\_\_\_\_  
8. Other professional designation(s): \_\_\_\_\_  
9. Current professional or business organization memberships: \_\_\_\_\_

**C.** I hereby apply for Distance Membership in NePA. I agree to be bound by the Code of Ethics and Professional Responsibility of NALA, and by the Bylaws and Standing Rules as adopted and amended by NePA. I further understand that this application and my submitted supporting documents are subject to approval by the Board of Directors of NePA before I am accepted as a Distance member of NePA.  
Date: \_\_\_\_\_ Signature of Applicant \_\_\_\_\_

**D. ATTORNEY ATTESTATION**  
I, \_\_\_\_\_, am an attorney practicing under the laws of the State of \_\_\_\_\_ and do hereby attest that the above-named applicant is currently employed and actively working as a Paralegal/Legal Assistant (as defined by NALA) under my supervision to perform specifically delegated substantive legal work for which a lawyer is responsible. Said applicant has performed at least six months of in-house training as a Paralegal/Legal Assistant by the employer listed in Section A above.  
Date: \_\_\_\_\_ Signature of Attorney \_\_\_\_\_

### For NePA Use Only

Date Received: \_\_\_\_\_ Paid: \$ \_\_\_\_\_ Check #: \_\_\_\_\_ Date Approved: \_\_\_\_\_ Database: \_\_\_\_\_ Email: \_\_\_\_\_  
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