



**MEMBERSHIP APPLICATION**  
**MEMBERSHIP APPLICATION – PART 1**

*Please complete the below. Please type or print clearly.*

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

Home Address: \_\_\_\_\_

Personal Phone: \_\_\_\_\_ Personal Email: \_\_\_\_\_

Employer: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Business Email: \_\_\_\_\_

Specialty: \_\_\_\_\_

Madison Area Paralegal Association (MAPA) is an affiliated association of NALA, and all members are bound by the NALA Code of Ethics and Professional Responsibility.

I agree that my application for membership to MAPA is made in good faith and that all statements made and documentation produced is true and complete. I understand that this application is subject to approval by MAPA.

Signature \_\_\_\_\_ Date \_\_\_\_\_

How did you hear about MAPA? \_\_\_\_\_

**PAYMENT**

Type of membership desired:

- Active (\$85)**  **Active/Government (\$45)**  **Student (\$30)**  **Association (\$45)**  **Sustaining (\$75)**

Are you a member of **NALA** (National Association of Legal Assistants/Paralegals):  Yes  No

Please mail your completed application, supporting documentation, and membership fees to:

**Madison Area Paralegal Association**  
PO Box 2242  
Madison, Wisconsin 53701-2242

## MEMBERSHIP APPLICATION – PART 2

### ACTIVE & ACTIVE/GOVERNMENT MEMBERSHIP

Check which qualification for active membership you are applying under:

- Submit a copy of your CP/CLA certificate from NALA and complete the following Attestation
- Submit a copy of your certificate of completion from your formal course of study for paralegals/legal assistants and complete the following Attestation
- Submit the following Attestation listing as many employers as required by the MAPA standing rules (see page 3 of application)

### ATTORNEY/EMPLOYER ATTESTATION

*For those applying for Active Membership the following information is required.*

I hereby attest that \_\_\_\_\_ is a qualified paralegal/legal assistant in employ with \_\_\_\_\_. They have worked in this capacity for \_\_\_\_\_ year(s).

Date: \_\_\_\_\_

Name of attorney/employer (*print*) \_\_\_\_\_

Signature \_\_\_\_\_

### STUDENT MEMBERSHIP

*For those applying for Student Membership the following information is required.*

I am in the process of completing a formal course of study at \_\_\_\_\_

Length of Study: \_\_\_\_\_ Anticipated Date of Completion: \_\_\_\_\_

Have you attained any college level education?      Yes      No

If so, where? Institution Name, Degree(s): \_\_\_\_\_

Date(s) of Completion: \_\_\_\_\_

### COMMITTEES

**MAPA encourages all members to serve on a committee.** Volunteering on a MAPA committee is an easy way to network and gain valuable skills. Time commitments generally range from 6 to 30 hours per year, depending on the committee's needs and your availability. Please let us know which committee(s) interests you.

- Education
- Mentoring
- Website

- Public Relations
- Student
- Newsletter

## SUMMARY OF MEMBERSHIP STATUS

- Active Members: Active members must be at least 18 years of age; live or work in Dane County, Wisconsin; and meet one of the stated qualifications:
1. Any individual who has successfully completed the Certified Paralegal/Certified Legal Assistant (CP/CLA) examination of NALA and is employed as a paralegal/legal assistant as attested to by their attorney/employer.
  2. Any individual who has completed a formal course of study for paralegals/legal assistants and has submitted satisfactory evidence thereof and whose attorney/employer attests that such person is qualified as a paralegal/legal assistant.
  3. Any individual who has a minimum of 3 years of law related experience under the supervision of an attorney including at least 1 year of in-house training as a paralegal/legal assistant, whose attorney/employer attests that such person is qualified as a paralegal/legal assistant.
- Active members may retain this status though not employed as set forth above, provided they have been active members of MAPA for at least one year and shall continue to pay dues. Said members shall retain all the privileges of active membership, except the right to hold office as an officer or director. *Only Active members may vote and hold office in MAPA.*
- Active/Government: Active membership, as listed above, working for a government agency.
- Student: Student members must be at least 18 years old and currently enrolled in a formal course of study for paralegals/legal assistants.
- Associate: Associate members must be at least 18 years old and interested in supporting the paralegal/legal assistant profession and do not otherwise qualify for Active or Student membership.
- Sustaining: Sustaining members are those individuals, law firms, corporations and paralegal/legal assistant program representatives who endorse the paralegal/legal assistant concept or are involved in the promotion of the paralegal/legal assistant profession who contribute dues.