



2016 MEMBERSHIP APPLICATION

***You must be a member of ALA International to be eligible for membership at the local level.
See information at bottom of page for international membership. Contact us immediately if you need one of their applications.***

Please complete this application and return it, along with your check in the amount of \$100.00, made payable to "Association of Legal Administrators, Greater Kansas City Chapter" and a copy of your International Application, to the address at the top of this Application.

1. Name: _____
Title: _____
Home Address: _____ Home Phone: _____
Birthday (M/D): _____

How Do You Want Your Name Listed in the Directory? _____

2. Employer: _____
Address: _____ Main Phone: _____
Direct Dial: _____
Facsimile: _____
Web Site: _____ E-Mail: _____

3. Are you the principal administrator of the organization? Yes No

4. What are your primary area(s) of interest or responsibility?
 Accounting/Finance Human Resources Marketing Technology Small Firm
 Other (please describe): _____

5. Number of years in this position: _____

6. Number of years in legal administration: _____

7. Check the most appropriate description of your employer:
 Private Law Office Corporate Law Department Government Legal Agency
 Other (please describe): _____

8. Indicate the following:	Kansas City Area	Firm-Wide
Number of lawyers:	_____	_____
Number of paralegals:	_____	_____
Number of all other support staff:	_____	_____
Number of offices:	_____	_____

9. May we contact your Managing Partner/Executive Committee Chair? Yes No
His/Her Name: _____

10. Are you currently a member of ALA International? Yes No

11. Meeting topics of interest to you: _____

12. Would you be willing to serve on the Executive Board or a Committee? Yes No not at this time

13. Would you be willing to help us with special projects or mailings? Yes No maybe

Date

Signature of Applicant

LUNCHEON MEETINGS: The monthly luncheon expense is \$25.00 and includes both the luncheon and the educational program. The fee is paid each month as you attend the luncheon. Meetings are the third Thursday of every month (with occasional Wednesday meetings). Reservations can be made through the KCALA website at www.kcala.org. Reservations need to be confirmed by Monday before the meeting.

INTERNATIONAL: The Association of Legal Administrators requires all local chapter members also join the international organization. Dues for ALA membership are as follows:

January 1 – June 30 = \$395 July 1 – November 30 = \$225 December 2015 = \$395 (When you apply in December 2015, you receive 13 months of membership for the price of 12! Your membership will, subject to continued eligibility, be valid through December 31, 2016.)

To pay by Check

Mail **check payment** and application to: ALA, P.O. Box 95583, Chicago, Illinois 60694-5583. After joining ALA, dues will be billed on an annual basis in November of each year.

To pay by Credit Card

Visa Mastercard

Card Number _____ 3-digit security code _____ Expiration date _____

Name on card _____ Company Name on card (if applicable) _____

Billing address on card _____

Street

City, State

Zip

***Returning members or applicants employed by an organization serving indigents only should contact ALA for appropriate dues information. You may visit the ALA website at www.alanet.org, send an email to membership@alanet.org or call the Membership Department at 847.267.1252.)**