



# ASSOCIATION OF LEGAL ADMINISTRATORS

Sacramento Valley Chapter

## MEMBERSHIP APPLICATION

(Please include your business card)

Name \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Firm Telephone \_\_\_\_\_ No. Lawyers \_\_\_\_\_

Managing Partner \_\_\_\_\_ No. Paralegals \_\_\_\_\_

Firm Fax Number \_\_\_\_\_ No. Other Staff \_\_\_\_\_

Email \_\_\_\_\_ Total Staff \_\_\_\_\_

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

- I may be interested in serving as an officer sometime in the future.
- I am willing to help on one of the following committees:

### NEWSLETTER

- \_\_\_\_ Chairperson
- \_\_\_\_ Solicitation of Advertisers
- \_\_\_\_ Reporter
- \_\_\_\_ Bulk Mailing

### DIRECTOR-AT-LARGE (Salary Survey Committee)

- \_\_\_\_ Chairperson
- \_\_\_\_ Marketing

### SECRETARY

- \_\_\_\_ Chairperson

### TREASURER

- \_\_\_\_ Chairperson

### CHAPTER WEBSITE

- \_\_\_\_ Design and Development
- \_\_\_\_ Maintenance

### PROGRAMS AND EDUCATION

- \_\_\_\_ Chairperson
- \_\_\_\_ Assist with Monthly Luncheons
- \_\_\_\_ Assist with Booking of Speakers
- \_\_\_\_ Assist with Special Events
- \_\_\_\_ Organize Seminars
- \_\_\_\_ Participate as Panelist or Instructor

### OTHER COMMITTEES

- \_\_\_\_ Certified Legal Manager Program
- \_\_\_\_ Members and Managing Partners Event
- \_\_\_\_ Community Challenge Weekend
- \_\_\_\_ State and County Bar Liaison
- \_\_\_\_ Marketing
- \_\_\_\_ Vendor Relations and Partnering

### MEMBERSHIP

- \_\_\_\_ Chairperson
- \_\_\_\_ Recruitment and Retention

Membership in the local chapter requires membership in the national chapter. The application for the national chapter can be found on the ALA website: [www.alanet.org](http://www.alanet.org).

DUES: Chapter dues are \$75.00 per year (May to April). Chapter dues fund portions of educational seminars. Please feel free to visit our local website at [www.ala-sacramentovalley.org](http://www.ala-sacramentovalley.org).

Please remit payment and completed form to: SVALA, c/o Jessica Miller, Membership Chair

JESSICA MILLER, Firm Administrator  
Sweeney & Greene LLP  
9381 E. Stockton Blvd., Suite 218  
Elk Grove, CA 95624  
[miller@sweeney-greene.com](mailto:miller@sweeney-greene.com)