Hawaii Paralegal Association Membership Application

P.O. Box 4494 Honolulu, Hawaii 96812

www.hawaiiparalegal.org

HPA Membership Criteria (Annual membership term is January 1st through December 31st)
Check one and submit membership fee with your application. Make checks payable to Hawaii Paralegal Association.

☐ **Voting Member: $70.00**	Open to any person who is employed as a paralegal, as well as any person currently employed as a non-attorney supervisor of paralegals who was previously employed as a paralegal.
☐ **Associate Member: $60.00**	Non-voting and is open to any person: 1) who is presently employed as a paralegal outside the State of Hawaii; 2) who was formerly employed as a paralegal; 3) employed in the legal profession in another capacity other than a paralegal; 4) who has completed a paralegal program, but is not employed as a paralegal.
☐ **Student Member: $30.00**	Non-voting and is open to anyone who is enrolled in a formal paralegal program and is not employed as paralegal. *Proof of status required upon submitting application.* *(i.e. Copy of current valid school ID, academic reference, transcript)**
☐ **Sustaining Member: $120.00**	Non-voting is open to any person, partnership, corporation, association, or entity interested in supporting the purpose and activities of HPA.

Who referred you to HPA? (Please be specific so that we can thank them): _____

Applicant Name: Please Print ☐ New Member ☐ Renewing Member: since (year)

Special Qualifications: ☐ PACE® Registered Paralegal ☐ PCCE® ☐ PP ☐ Other: Please describe

Employer or Company Name, Address & Telephone:	**Preferred Mailing Address** (if different from employer contact)**:**
Firm Name Building (if applicable) Address City, State Zip Code Telephone	

E-Mail Address: _____

☐ *I agree* to receive HPA communications via email. HPA communicates most of its news and updates via email. To receive these communications and access the member's only section of HPA's website, you must provide a valid email address.

Students: If you are currently enrolled in a paralegal program, provide:
Name of the institution/program: _____
Location: _____ Length of program: _____
Degree type: _____ Month & Year: _____

Volunteer Opportunities: The Hawaii Paralegal Association (HPA) is managed by a Board of Directors, comprised of volunteer officers and committee directors who are elected annually by the voting membership. The Directors include Committee Directors who are the liaison between the Board and their respective committees. The operations and success of HPA relies entirely on volunteers. Please check any committees you are interested in volunteering for:

☐ Career Opportunities (Job Bank/Pro Bono)
☐ Membership
☐ Professional Development
☐ Standards/Strategic Governance
☐ Public Relations/Website/Social Media/Advertising
☐ *Ad Hoc* Elections & Annual Meeting
☐ *Marketing/Vendor Liaison*
☐ *Student Liaison*
☐ *Leadership Mentoring (become part of the Board)*

The following information is requested for membership statistical purposes:

Education: *(check all completed)*

☐ Associates Degree: Curriculum _____ ☐ Master's Degree: Curriculum _____

☐ Bachelor's Degree: Curriculum _____ ☐ Other Postgraduate Degree: Curriculum _____

☐ Certificate: Curriculum _____ ☐ Other: Curriculum _____

Employment:
Number of years of experience as a paralegal _____

Current status *(Check all applicable)*:

☐Employed full-time as a paralegal
☐Employed full-time, not as a paralegal
☐Full-time student in a paralegal program
☐Unemployed
☐Employed part-time as a paralegal
☐Employed part-time, not as a paralegal
☐Part-time student in a paralegal program
☐Other: _____

Employer Type:

☐Private Law Firm
☐Public Service Agency
☐Corp. Legal Dept./Other Private Industry
☐Government Agency
☐Self-employed/freelance/contract
☐Temporary Employment Agency

Practice Areas *(check all areas in which you regularly practice)*:

☐Admiralty/Maritime	☐Bankruptcy/Collections	☐Litigation/eDiscovery	☐Constitutional Law
☐Commercial Torts	☐Contracts	☐Corporate/Business	☐Criminal
☐Elder Law	☐Employment/Labor	☐Environmental	☐ERISA/Employee Benefits
☐Estate Planning	☐Family/Domestic	☐Foreclosures	☐Government/Administrative Hrgs
☐Intellectual Property	☐Land Use	☐Legal Technology	☐Malpractice/Professional Liability
☐Personal Injury	☐Probate	☐Real Estate	☐Securities
☐Tax	☐Transportation	☐Workers Compensation	☐Other: _____

Definition: "Paralegal" (National Federation of Paralegal Associations Definition): A paralegal is a person qualified through education, training, or work experience to perform substantive legal work that requires knowledge of legal concepts and is customarily, but not exclusively, performed by a lawyer. This person may be retained or employed by a lawyer, law office, governmental agency, or other entity or may be authorized by administrative, statutory, or court authority to perform this work.

Privacy Policy: Our general policy regarding member information is that we do not share information indiscriminately. We may share name, mailing address and/or email address with certain legal-related vendors, including seminar sponsors. This provides HPA with non-dues income and allows us to keep our membership fees low. We will share with other members of HPA any of the contact information which is usually available in the HPA Membership Directory such as name, mailing address, e-mail address, employer name and practice areas. Any other information which we may maintain about our members is available only to HPA Board.

I hereby affirm that I meet the criteria of the membership class listed above. I also agree to be bound by the HPA Code of Ethics and Professional Responsibility and the Bylaws as adopted. I further understand that this application is subject to approval by HPA. By signing this application, you agree to the terms contained herein. Incomplete applications or applications submitted without payment will be returned to applicant, returned checks will be assessed a fee.

Signature: _____ Date: _____

Print Name: _____