



**APPLICATION FOR MEMBERSHIP
NEW MEXICO CHAPTER — ALA**

Check one: **New Membership** **Renewal Membership**

Please read the membership criteria on the reverse of this page; complete the application, sign it, and send it together with your check, made payable to the mailing address indicated below. Membership is not issued to organizations and it is NOT TRANSFERABLE from one individual to another.

Name: _____ Title: _____

Employer: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____

Email _____

Can we include your information on our website? Yes No

Check the appropriate description of employer:

Private Law Office

Law Department of Public Interest

Other (Describe) _____

Government Legal Department/Judicial Agency/Court

Indicate the number of lawyers served in your organization: _____ and the number at your location: _____

I am a member of the Association of Legal Administrators (ALA):

Current Member

Application Attached

Applied on: _____

I hereby attest that I meet the following criteria making me eligible for membership:

Article III §2. Yes No

Article III §3. Yes No

Criteria for membership as set forth by the ALA (<https://www.alanet.org/membership/case/membership-eligibility>) Yes No

DUES SHOULD BE MADE PAYABLE TO “N.M. CHAPTER — ALA” IN THE AMOUNT OF \$100.00 AND MUST ACCOMPANY THIS APPLICATION (Annual Dues in the amount of \$100.00 covers the period through the next March 31st). If you apply after October 1st in any given year, the Annual Dues Drops to \$50.00 through March 31st.

NOTE: All members of the local chapter must be members of the Association of Legal Administrators (ALA).

Date: _____ Signature of Applicant: _____

Mail Form To:

New Mexico Association of Legal Administrators
PO Box 25731
Albuquerque, NM 87125

BYLAWS – 6TH AMENDMENT NMALA

Article II – Purpose and Restrictions

1. Purposes. In addition to the purposes set forth in the Chapter’s articles of incorporation, the purposes for which the Chapter is organized are to:
 - (a) Improve the quality of management in legal organizations;
 - (b) Promote and enhance the competence of legal management professionals and all members of the management team;
 - (c) Represent the interests of professional legal management and managers both within the legal community and the community at large;
 - (d) Stimulate the exchange of information about all aspects of the business of law;
 - (e) Educate the legal profession about the value and availability of legal management professionals.
 - (f) Advance and promote the interest of the ALA, a Pennsylvania not-for-profit corporation (“Association”), within the geographical area covered by the chapter; and
 - (g) Other appropriate purposes.
2. Restrictions.
 - (a) All policies and activities of the Chapter shall be consistent with applicable federal, state and local laws, statutes, ordinances including, without limitation, all antitrust, trade regulation and other legal requirements.
 - (b) No part of the chapter’s earnings shall inure to the benefit of, or be distributed to, its directors, officers, committee members, or other private persons, except that the chapter shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth above.

Article III – Membership

Membership in the Chapter is open to any individual that is a member in good standing of the Association.

1. Application. The chapter shall adopt an application form and procedures to facilitate membership in the Chapter. All applicants shall complete the application form and submit the application, along with dues as the Board may, from time to time, determine, if any, to the Chapter. The Chapter Board of Directors, or its designee(s), shall review the application of all applicants and determine, based on the criteria set forth in these bylaws and such other guidelines as the Board of Directors may prescribe, whether individual applicants shall become members upon notice from the chapter.
2. Definitions. For the purposes of these bylaws:
 - (a) “Legal management professional” shall mean any individual who is, or aspires to be, actively engaged in the management of a legal organization or dedicated to performing its management responsibilities.
 - (b) “Legal organization” shall mean any law firm or practice, legal service clinic, corporate legal department, college or university legal department, governmental legal agency, court system, charitable legal agency, not-for-profit or nonprofit legal organization, bar association, legal consulting, alternative legal service provider, law and/or legal management educational institution or other organization that is engaged in the legal industry.
3. Membership Qualifications. The criteria for membership in the Chapter are the same as those for membership in the Association as established by the Association in its bylaws and policies and are as follows:
 - (a) Membership may be granted to any individual who: (i) is a member in good standing of the Association; (ii) demonstrates an interest in legal administration and the management of legal organizations; (iii) is not disqualified by an affiliation with a business partner as defined herein or business partner-eligible entity; (iv) shares interest in and supports the purposes of the

Chapter and Association; and (v) abides by these bylaws, the Association’s Code of Ethics, the Association’s bylaws, and such other policies, rules, and regulations as the Chapter or Association may adopt.

- (b) Business Partners. Notwithstanding anything set forth herein to the contrary, individuals employed by (or that own) a company in the business of selling goods, furniture, equipment, supplies, materials, software, technology, insurance, or other similar services or products to legal organizations are generally not eligible for membership.
 - (c) Life Membership. Life Membership may be awarded to a Member who has demonstrated extraordinary service to the Chapter and meets such additional criteria as shall be determined by the Board of Directors. Life Membership status with the Chapter has no bearing on the status of a Member with the Association.
4. Rights and Duties.
 - (a) All members shall be entitled to vote, attend the Chapter’s member meetings and social functions and serve on the Chapter’s committees.
 - (b) All members may hold office in the Chapter and serve on the Chapter’s Board of Directors.
 - (c) No individual member of the Chapter shall have the right to vote on the amendment of the Chapter’s Articles of Incorporation, or the merger or dissolution of the Chapter.
 5. Benefits. Benefits associated with membership shall be determined by the Board of Directors from time to time.
 6. Resignation. Members may resign from the Chapter at any time by giving written notice to the Chapter. Any member resigning from the Chapter shall be responsible for all billed and unbilled dues and assessments related to the then current full fiscal year of the Chapter.
 7. Ineligibility. In the event that a member ceases to be eligible for Membership in the Association and/or Chapter (e.g., becomes employed by or professionally affiliated with a business partner or business-partner eligible entity), he or she must immediately notify the Chapter. Such individuals may remain a member for the remainder of their current paid Membership term; however, they may not renew their Membership in the Chapter until such time as they may become eligible.
 8. Non-Payment of Dues/Ineligibility. The Chapter membership of any member who is in default of payment of Chapter dues or assessments for more than three (3) months, or otherwise becomes ineligible for membership in either the Chapter or Association, may be terminated automatically, according to such rules or procedures as the Board of Directors or its designee(s) shall establish, unless such termination is delayed by the Board of Directors due to a special circumstance.
 9. Termination of Membership/Disciplinary Action. A Chapter member may be censured, suspended, expelled for cause or otherwise disciplined by the Association. Disciplinary matters are to be managed solely by the Association’s Board of Directors in accordance with the Association’s Member Disciplinary Actions and Fair Hearing Policy. Membership in the Chapter automatically shall be terminated whenever a Chapter member’s membership in the Association is terminated.
 10. Reinstatement. Members who have resigned or been terminated for non-payment of dues may automatically be reinstated upon payment

Article IV – Chapter Standards

All members of the Chapter must also be members of the Association in good standing. The Board of Directors will take steps to ensure the Chapter remains in continual compliance with all policies and performance objectives established by the Association from time to time.