

**APPLICATION FOR REGISTRATION
LEGAL DOCUMENT ASSISTANT – INDIVIDUAL
COUNTY OF ORANGE**
(Section 6400, Business and Professions Code)

Registration fee: \$182.00 including the bond filing fee
Bond recording fee: \$12.00 first page
\$3.00 each additional page

REGISTRATION NUMBER: LDA #	EXPIRATION DATE:
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County of Primary Registration

Primary Registration

Secondary Registration

PERSONAL INFORMATION

Completely fill in all personal information requested below.

NAME: _____

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE NUMBER: _____

CADL/ID NUMBER: _____

EDUCATION AND EXPERIENCE: (Business and Professions Code 6402.1)

Please check any of the following that pertain to you.

OPTION 1 - Paralegal Program/ABA School

- I. I have earned a certificate of completion from a paralegal program that is approved by the American Bar Association and have provided a copy of my certificate of completion.

-OR-

- II. I have earned a certificate of completion from a paralegal program that is not approved by the American Bar Association and have provided a copy of my certificate of completion.

AND

- I have successfully completed a minimum of 24 semester units in legal specialization courses and have provided a copy of my transcript.

I have completed a total of _____ semester units.

OPTION 2 – College or University

- I. I have a Bachelor's Degree in _____ and have provided a copy of my diploma.

-AND EITHER BOX BELOW -

- A. I have a minimum of one year experience providing self-help service as defined by California Business and Professions Code 6400(d) before January 1, 1999 and have provided a statement describing the scope and dates of my experience with my original signature.

-OR-

- B. I have a minimum of one year law related experience working under the supervision of a licensed attorney and have provided a statement describing the scope and dates of my experience on the attorney's letterhead with the attorney's original signature.

OPTION 3 – High School or General Equivalency Diploma

- I. I have a High School Diploma and have provided a copy of my Diploma.

-OR-

- II. I have a General Equivalency Diploma and have provided a copy of my Diploma.

-EITHER OPTION ABOVE ALONG WITH EITHER BOX BELOW-

- I have completed a minimum of two years law related experience working under the supervision of a licensed attorney and have provided a statement describing the scope and dates of my experience on the attorney's letterhead with the attorney's original signature.

-OR-

- I have a minimum of two years experience providing self-help service as defined by California Business and Professions Code 6400(d) before January 1, 1999 and have provided a statement describing the scope and dates of my experience with my original signature.

CONTINUING EDUCATION REQUIRED: (Business and Professions Code 6402.2)

- I have completed a minimum of 15 hours of continuing education courses during the two year period preceding renewal.

ADDITIONAL INFORMATION REQUIRED:

Please check any of the following that pertain to you.

Civil Judgment

- I have been held liable in a final or stipulated judgment entered in a civil action that alleged fraud, use of an untrue or misleading representation, or use of an unfair, unlawful or deceptive business practice and have provided a certified copy of the judgment(s).
- I have had a civil judgment entered against me in an action arising out of my negligent, reckless or willful failure to properly perform my obligation as a legal document assistant and have provided a certified copy of the judgment(s).

Criminal Conviction (Conviction means a plea or verdict of guilty or a conviction following a plea of nolo contendere. Any conviction dismissed under Penal Code 1203.4 must be included.)

- I have been convicted of a felony and have provided a certified copy of the conviction(s) and disposition(s).
- I have been convicted of a misdemeanor for unlawful practice of law or contempt of authority of a court under Business and Professions Code 6126 or 6127 and have provided a certified copy of the conviction(s) and disposition(s).
- I have been convicted of a misdemeanor violation of the provisions on legal document assistants under Business and Professions Code 6400-6416 and have provided a certified copy of the conviction(s) and disposition(s).

Revocation of Registration/Disbarment or Suspension

- I have had my registration as a legal document assistant revoked by a County Clerk under Business and Professions Code 6413 and have provided a certified copy of each revocation.
- I am presently disbarred or suspended from the practice of law pursuant to Business and Professions Code 6100-6117.

Date of Disbarment or Suspension: _____.

I declare under penalty of perjury under the law of the State of California that all information contained on this application and on all accompanying documents are true and correct.

Signature of Applicant: _____ **Date:** _____

Printed name of Applicant: _____