



PARALEGAL ASSOCIATION/PERMIAN BASIN
P.O. BOX 10683
MIDLAND, TEXAS 79702
www.paralegalspb.org

APPLICATION FOR SUSTAINING MEMBERSHIP

Any law firm, corporation, agency, paralegal training program, institution, or entity interested in supporting the purposes and goals of the Paralegal Association/Permian Basin (“the Association”) shall be eligible for sustaining membership. Sustaining members shall not be entitled to vote, hold office, or serve on a committee. Each sustaining member receives a link to its website on the Association’s website.

IT IS NOT THE INTENT OF THE ASSOCIATION FOR SUSTAINING MEMBERS TO USE THEIR MEMBERSHIP IN THE ASSOCIATION FOR THE PURPOSE OF MARKETING OR SUPPLYING PRODUCTS OR SERVICES TO THE LEGAL PROFESSIONS. (STANDING RULE I.D.2., PARALEGAL DIVISION OF THE STATE BAR OF TEXAS.)

Return the application **along with a check or money order in the amount of \$275.00** made payable to **Paralegal Association/Permian Basin** to the address printed below.

TO BE COMPLETED BY APPLICANTS FOR SUSTAINING MEMBERSHIP

Name of Business: _____

Business Address: _____

City: _____ State/Zip: _____

Contact Person: _____ County: _____

Business Phone: _____ Fax: _____

Email Address: _____ Website: _____

If you do not wish your information to be made available in the membership directory, please check no: No []

Check the one most appropriate description of your business:

- | | | |
|---|--|---|
| <input type="checkbox"/> Sole practitioner | <input type="checkbox"/> Court/judicial agency | <input type="checkbox"/> City Government |
| <input type="checkbox"/> Vendor | <input type="checkbox"/> Bank | <input type="checkbox"/> Law firm |
| <input type="checkbox"/> Federal Government | <input type="checkbox"/> Corporation | <input type="checkbox"/> County Government |
| <input type="checkbox"/> State Government | <input type="checkbox"/> Paralegal School | <input type="checkbox"/> Other (specify): _____ |

I have read and agree to be bound by the Code of Ethics and Professional Responsibility established by the Paralegal Division of the State Bar of Texas.

Date: _____

Signature: _____

Title: _____

Please return application and check to:
Membership Chair
PA/PB
P.O. Box 10683
Midland, Texas 79702

CODE OF ETHICS AND PROFESSIONAL RESPONSIBILITY
OF THE PARALEGAL DIVISION OF THE STATE BAR OF TEXAS

Preamble

Fundamental to the success of any professional organization are the integrity of its members and a high standard of conduct. This Code of Ethics and Professional Responsibility is promulgated by the Paralegal Division of the State Bar of Texas and accepted by its members to accomplish these ends.

The paralegal profession is by nature closely related to the legal profession. Although the Code of Professional Responsibility of the State Bar of Texas does not directly govern paralegals except through a supervising attorney, it is incumbent upon the members of the Paralegal Division to know the provisions of the attorneys' code and avoid any action which might involve an attorney in a violation of that code or even the appearance of professional impropriety.

The canons set forth hereafter are intended as a general guide, and the enumeration of these canons does not exclude others of equal importance although not specifically mentioned.

Canon 1. A paralegal shall not engage in the practice of law as defined by statutes or court decisions, including but not limited to accepting cases or clients, setting fees, giving legal advice or appearing in a representative capacity in court or before an administrative or regulatory agency (unless otherwise authorized by statute, court or agency rules); the paralegal shall assist in preventing the unauthorized practice of law.

Canon 2. A paralegal shall not perform any of the duties that attorneys only may perform or do things which attorneys themselves may not do.

Canon 3. A paralegal shall exercise care in using independent professional judgment and in determining the extent to which a client may be assisted without the presence of any attorney, and shall not act in matters involving professional legal judgment.

Canon 4. A paralegal shall preserve and protect the confidences and secrets of a client.

Canon 5. A paralegal shall not solicit legal business on behalf of an attorney.

Canon 6. A paralegal shall not engage in performing paralegal functions other than under the direct supervision of an attorney, and shall not advertise or contract with members of the general public for the performance of paralegal functions.

Canon 7. A paralegal shall avoid, if at all possible, any interest or association which constitutes a conflict of interest pertaining to a client matter and shall inform the supervising attorney of the existence of any possible conflict.

Canon 8. A paralegal shall maintain a high standard of ethical conduct and shall contribute to the integrity of the paralegal profession.

Canon 9. A paralegal shall maintain a high degree of competency to better assist the legal profession in fulfilling its duty to provide quality legal services to the public.

Canon 10. A paralegal shall do all other things incidental, necessary or expedient to enhance professional responsibility and the participation of paralegal in the administration of justice and public service in cooperation with the legal profession.

Paralegal Division, State Bar of Texas
Adopted March 27, 1982, Amended June 26, 2005