

To: Applicant

From: Lawyer Referral & Information Service (LRIS)

Subject: Membership Application

In response to your request for an application to join LRIS, we have enclosed the following documents:

1. Membership Application
2. Panel Application(s)
3. State Bar of California Minimum Standards for a Lawyer Referral Service in California
4. Local Rules of Operation of the Lawyer Referral and Information Service of the San Diego County Bar Association (LRIS)
5. Membership Checklist
6. Lawyers' Mutual Insurance Program

The State Bar Minimum Standards indicates that each Lawyer Referral Service must require each panel member to possess a policy of errors and omissions insurance in an amount not less than \$100,000 for each occurrence and \$300,000 aggregate per year. You can submit a Certificate of Insurance or a cover sheet of your policy indicating the dates of coverage, the person insured, and the amounts of coverage. You are required to make the Lawyer Referral and Information Service of the San Diego County Bar Association a certificate holder on your policy. The coverage must be in existence during your participation on the panel and should it lapse, you are obligated to immediately notify the Service.

If you do not have an errors and omissions policy, the San Diego County Bar Association has a "*Panel Members Insurance Endorsement*" which extends to each panel member the right to purchase a policy of professional liability within limits of \$100,000 per claim \$300,000 annual aggregate, covering claims arising out of cases referred to the member by the LRIS (information enclosed).

If you are interested in joining LRIS, please complete and return the two page membership application, the panel application(s), two letters of recommendation of professional qualification for each panel application submitted, the membership checklist, your proof of malpractice coverage, along with a non-refundable registration fee: \$75 for San Diego County Bar Association (SDCBA) Members and \$300.00 for Non-SDCBA members. The check should be made payable to the **San Diego County Bar Association**.

Applications are reviewed for membership at the LRIS Committee meetings on the fourth Monday of every month; deadline for submission is the 15th of the month.