

WELCOME
TO
THE
ALASKA
BAR
ASSOCIATION



ALASKA BAR
ASSOCIATION



NEW
MEMBER
PACKET

www.alaskabar.org



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ALASKA BAR ASSOCIATION

Dear New Member:

Welcome to membership in the Alaska Bar Association and to the practice of law in Alaska. This letter is written to inform you, as one newly admitted to the Alaska Bar Association, of the activities and programs of the Association which might be of interest to you. Enclosed is information on publications and brochures related to the various services and activities of the Bar.

All members of the Bar receive the Alaska Bar Rag (published quarterly) and also receive E-News, the Bar's weekly electronic newsletter. Bar members also have access to the Alaska Law Review (published twice yearly).

Please take some time and read the enclosed materials. If you are interested in a particular Bar function, or wish to join a substantive law section, please let us know.

You can find information about the Bar on the internet at www.alaskabar.org or contact us at info@alaskabar.org.

Please keep us notified of your current address, phone number, and e-mail address.

I look forward to your active participation as a member of the Alaska Bar Association. Your involvement in the Association as the next few years unfold will, I can assure you, have an impact. Please feel free to contact this office any time we can be of assistance to you. On behalf of the Board of Governors, let me again welcome you to the Alaska Bar Association.

Best regards,

ALASKA BAR ASSOCIATION

Danielle Bailey
Executive Director



Alaska Bar Association

840 K Street, Suite 100, Anchorage, AK 99501

(907) 272-7469 ♦ info@alaskabar.org ♦ www.alaskabar.org



MEET OUR TEAM

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MANAGE YOUR MEMBERSHIP

Accessing Member Dashboard: To access your member dashboard and manage your membership:

1. Go on the Bar's website at www.alaskabar.org.
2. On the Bar's homepage, click on **Member Login**.
3. **Enter your username:** member number & last name (lower case only).
4. **Then, enter your passcode:** first three letters of your last name & date of birth (MMDDYYYY).

We recommend you change your passcode after you log-in by selecting "My Account" and clicking on "Update My Username/Password."

AK Bar Member Contact Information: The Alaska Bar Association membership roster is subject to the Public Open Records Act (A.S. 09.25.110 and 09.25.115). This means that your name and mailing address is available to any member of the public who requests it.

Your roster address is the preferred contact information you listed on your Request for Admission paperwork. If you would like to change your address, please go to your member dashboard on the Bar's website.

The Alaska Bar does not sell member e-mail addresses.

Online Attorney Directory: The Bar's online membership directory lists your name, Bar number, status, date admitted and your business contact information. You may choose to opt out of listing your e-mail.

It is your responsibility to ensure that your contact information is up to date.

According to Alaska Bar Rule 9(e): Within 30 days of any change, each member of the Bar has the duty to inform the Bar or otherwise make available to the public his or her current mailing address and telephone number to which communications may be directed by clients and the Bar.



Update or Change Contact Information: To update your contact information or change what is shown on the attorney directory:

1. Log into your [member dashboard](#).
2. Under “**Update my Information**” you can update your address or change what is shown on the online directory.

AK Bar Card: To print your Alaska Bar Card from your member dashboard:

1. Log into your [member dashboard](#).
2. Click on the blue “**Print My Bar Card**” to print your Bar Card.

Bar Dues: All dues payments are due by February 1, either post-marked or hand-delivered.

[See Article II of the Alaska Bar Bylaws.](#) To pay bar dues:

1. Log into your [member dashboard](#).
2. Click on the orange “**Renew Dues**.”

New members pay prorated dues for the rest of the calendar year. You will receive a dues notice for the following year in December.

Report your MCLE: All active Bar members shall complete at least twelve credit hours per year of approved MCLE. Three of those twelve credit hours must be ethics credits. New Admittees are exempt from the requirements during their year of admission. New Admittees must meet the MCLE requirements during the year following their admission and must file a report by February 1 of the next year. To report MCLE credits:

1. Log into your [member dashboard](#).
2. Click on “**Submit MCLE Report**.”

Membership Status Changes: Requests to transfer status to inactive must be made by December 31. An affidavit must be completed and sent to the Alaska Bar Association office. A member who practices law for any portion of a year is not eligible to go on inactive status for that year. For more information on status changes, [click here](#).

Certificates of Good Standing: Certificates of Good Standing are available by request. For more information on how to submit a request, [click here](#).

If you need a certificate directly from the Alaska Supreme Court, please call the Appellate Clerk’s office at (907) 264-0612.



MEMBER RESOURCES

The Lawyers' Assistance Committee promotes the well-being of the legal profession and protects the public by providing education, respectful confidential assistance and referrals for members of the Bar, their families, colleagues, and clients affected by a member's mental health and substance abuse issues. The committee's services are free and confidential. Contact information for committee members can be found at <https://alaskabar.org/sections-committees/lawyers-assistance-committee/> or by calling (907) 272-7469. **The committee's services are free and confidential!**

Employment and Bulletin Board - The employment pages are updated weekly as needed. Categories include [Attorney Employment](#), [Non-Attorney Employment](#), [Clerkship and Internship](#), and [Pro Bono Opportunities](#). The [Lawyers' Bulletin Board](#) was created as a service to Bar members where they can list and look for office space, office equipment, and other miscellaneous legal items to lease, buy, or sell.

Adjunct Organizations and Local/Affinity Bar Associations: The AK Bar maintains a list of adjunct organizations and local and affinity bar contacts as a resource to support communication and engagement within Alaska's legal community. For more information, [click here](#).

Lawyer Directory: This resource allows members and the public to search for an Alaska Bar member. To use this directory, [click here](#).

Ethics Resources for Attorneys – Call Bar Counsel Phil Shanahan at (907) 272-7469 (fax: (907) 272-2932) for informal ethics guidance — get some direction the minute you suspect a problem! Callers may remain anonymous if they desire. You may also call Kevin Cuddy, Chair, Bar Ethics Committee at (907) 272-3538, or an experienced lawyer in your practice area to discuss an ethics question.

Ethics Opinions - The ethics opinions which have been adopted by the Board of Governors since 1968 to the present are available on our [website](#).



Interest on Lawyers Trust Accounts (IOLTA) - Alaska Bar Rule 15.1 requires all lawyers subject to Alaska Rule of Professional Conduct 1.15 to sign a Waiver of Confidentiality regarding their trust account(s) and send that Waiver to the Bar Association. For more information on IOLTA accounts, please visit [IOLTA](#). For information on maintenance of trust funds and for information provided by Bar Counsel, please visit [Interest on Lawyers Trust Accounts](#).

The **Alaska Lawyer Referral Service (LRS)** is beneficial to everyone who uses it. The public benefits when legal services are made available. The individual attorney benefits from a new source of clients. The legal profession benefits through the improvement of its public image and the affirmation of its accessibility to the public. If you are covered by professional liability insurance, Alaska LRS needs you as a panel member. To become a member, review the [LRS Brochure](#) or contact LRS@alaskabar.org or call (907) 272-7469.

Rules and Regulations: Current rules and regulations are available through these links:

- [Alaska Bar Rules](#)
- [Alaska Bar Association Bylaws](#)
- [Alaska Rules of Professional Conduct](#)



What is IOLTA

IOLTA – Interest on Lawyer Trust Accounts – is a method of raising money to provide funds for civil legal services to the underserved. The IOLTA program allows members of the Alaska Bar Association to place client funds, which are nominal in amount or held for a short period of time, into pooled interest-bearing accounts. Interest earned is remitted to the Alaska Bar Foundation (ABF) Board of Trustees, which distributes these funds through the IOLTA grant process to programs that meet our funding requirements. The Alaska Supreme Court adopted the first rules establishing the Alaska IOLTA program, in November of 1986 and it is administered by the ABF Board of Trustees. Currently, Alaska Rule of Professional Conduct 1.15(f) and (g) and Alaska Bar Rule 15.1 govern the IOLTA program.

How Does IOLTA Work

Attorneys routinely receive client funds, securities or other properties to be held in trust for future use. If the trust amount is larger or if it will be held for a long period of time, the attorney has a fiduciary obligation to place these trust properties in an interest-bearing account for the benefit of the client. However, in the case of trust properties that are small or are to be held for a short period of time, it is impractical to establish separate interest-bearing accounts for individual clients. By joining IOLTA, however, attorneys' unsegregated trust accounts can generate interest income, which is sent to the ABF to be used for grants to programs that provide civil legal services to the underserved.

Although IOLTA creates income, nothing else is changed: lawyers satisfy their ethical and fiduciary duty to place client funds in a secure account; there is on-demand access to the client's money; and, as in the past, the client realizes no interest income because the nominal or short-term client funds that are pooled in IOLTA accounts are funds that cannot earn net interest for the client.

The Positive Impacts of IOLTA

The Alaska IOLTA program is similar to programs developed in 50 states, the District of Columbia, the Virgin Islands and the Canadian provinces. Since 1981, IOLTA has generated over \$4 billion in revenue throughout the United States. In 2020, IOLTA grants nationwide totaled over \$175 million. IOLTA is a significant source of funding for programs that provide civil legal services to those living in poverty, with over 90 percent of grants awarded by IOLTA programs (~\$168 million in 2020) supporting legal aid offices and pro bono programs.

The ABF IOLTA program funds have been designated to be used solely for the following purposes: Support of legal services to the economically disadvantaged and programs to improve the administration of justice. For information on recent grant recipients, the ABF, or IOLTA you can visit our website:

<https://alaskabar.org/ethics-discipline/interest-on-lawyers-trust-accounts/>

Why You Should be Involved

Other than the positive impacts listed above, the Alaska Bar Association Rules of Professional Conduct charges attorneys with the responsibility of ensuring access to justice to those unable to afford it, promoting improvements in the efficient and fair administration of justice and assisting in the understanding of our legal system by the public at large. Attorneys have a professional obligation to contribute to the delivery of legal services to the underserved. Participation in the IOLTA program is a convenient, ethical and efficient mechanism to render part of this responsibility.

How to Set Up an IOLTA Account

If you are a new attorney, have changed firms, or are simply changing banks, you will need to open up a new IOLTA account.

Follow these steps to set up your account:

1. Complete Waiver of Confidentiality
2. Look up Alaska IOLTA participating financial institutions
3. Take Notice of Financial Institution form to an Alaska IOLTA participation institution

Q What is a lawyer's "trust" obligation?

A Attorneys routinely receive client funds, securities or other properties to be held in trust for future use. If the trust amount is larger or if it will be held for a long period of time, the attorney has a fiduciary obligation to place these trust properties in an interest-bearing account for the benefit of the client. However, in the case of trust properties that are small or are to be held for a short period of time, it is impractical to establish separate interest-bearing accounts for individual clients.

Q Where have these nominal and short-term properties been deposited in the past?

A They have been held in non-interest-bearing checking accounts separate and apart from all other funds belonging to the lawyer. As Rule 1.15 (a) of the Alaska Bar Association Rules of Professional Conduct has always dictated, trust accounts may never be commingled with lawyers' personal accounts. The lawyer is a fiduciary for these trust account funds and cannot derive any direct or indirect personal benefit from them.

Q What are the tax consequences?

A There are no tax consequences for either the lawyer or the client if IRS requirements are met. The IRS has ruled that the IOLTA program must apply to the nominal and short-term funds of all clients of a participating lawyer (if an individual could elect not to participate in the program, an assignment of income problem would arise).

Q Must clients be notified that a lawyer is joining the IOLTA program?

A No. In the 1982 opinion regarding the nation's first IOLTA program, the Supreme Court of Florida ruled that notification is not necessary to clients whose funds are nominal in amount and are to be held for a short period of time. Some lawyers, however, prefer to inform their clients that they are participating in an IOLTA program.

Q What effect will joining IOLTA have on an attorney's banking relationship?

A Most lawyers experience no change in the relationship relative to their banking institutions.

Q Where does a lawyer draw the line between which funds can be deposited individually and which funds cannot?

A The Alaska Bar Association Rules of Professional Conduct 1.15 (f)(2) states that: Only funds of clients which are nominal in amount or are expected to be held for a short period of time may be deposited in such (an IOLTA) account. Funds, which reasonably may be expected to generate in excess of \$100 interest, may not be deposited in such account.

Q What effect does IOLTA have on clients?

A IOLTA has no effect on clients. When no interest is earned on funds in attorney trust accounts which are nominal or short-term, no one benefits except the financial institutions. The practical effect of the IOLTA program is to shift a part of the economic benefit from depository institutions to tax exempt organizations. There is no economic injury to any client. The program creates income where there was none before.

Q How does the IOLTA program affect current attorney trust fund practices?

A IOLTA imposes no new decisional burden upon attorneys. Lawyers have always exercised their discretion in determining whether a given client's trust deposit was of sufficient size or duration to justify placement in a separate interest-bearing account, with the interest payable to the client. Under the IOLTA program, attorneys retain their discretion and continue to make these fiduciary decisions after considering associated costs and practicality.

By joining IOLTA, however, attorneys' unsegregated trust accounts can generate interest income, which is sent to the ABF to be used for grants to programs that provide civil legal services to the poor.

Q Is the IOLTA program ethical, constitutional and otherwise legal?

A Yes. IOLTA programs have now been created in 50 states, the District of Columbia, and the Virgin Islands, including 27 programs that require all attorneys to use IOLTA. There have been several decisions by state and federal courts relative to IOLTA challenges which have uniformly upheld the program. [Www.abanet.org/legalservices/iolta/home.html](http://www.abanet.org/legalservices/iolta/home.html) has the most recent developments in IOLTA litigation. The IRS has approved IOLTA, and the American Bar Association's Standing Committee on Ethics and Professional Responsibility and numerous state bar committees have concluded that attorney participation in IOLTA is ethical and commendable.

Q How is the interest disbursed?

A The bank automatically sends the interest directly to the ABF. The client trust account statements remain the same. No tax liabilities or tax benefits are created by the program for the lawyer or the lawyer's client. Since ABF is the recipient of the interest, the bank uses the ABF federal ID number and sends the 1099's to ABF.

Q Who pays the bank service charges?

A ABF pays all normal banks charges relating to the operation of IOLTA accounts. Client funds are never affected.

Q How do I sign up for IOLTA?

A The process of converting trust accounts is simple. Once it is done no further time or effort on the part of the lawyer is required. The enclosed form should be complete and returned to the ABF.



The need for Lawyer Referral

The Alaska Bar Association offers our Lawyer Referral Service (LRS) as a resource to our community. It is made up of Alaska lawyers who have signed up to be listed under areas of law on the Lawyer Referral Service and each attorney that participates is an active member in good standing of the Alaska Bar Association. The LRS averages about 3,500 calls annually, with most of those callers referred to a panel attorney in their community. Others are guided to appropriate agencies.

The Alaska LRS is beneficial to everyone who uses it. The public benefits when legal services are made available. The individual attorney benefits from a new source of clients. The legal profession benefits through the improvement of its public image and by increasing its accessibility to the public.

If you are a member of the Alaska Bar Association and are covered by professional liability insurance, Alaska LRS needs you as a panel member. See page 2 for the LRS Enrollment Agreement.

Who calls LRS?

Most callers find they have a legal problem but have never used the services of a lawyer or are new to the community.

Callers requesting the service are informed that they will be referred to a lawyer who is in good standing, and who will provide them with an initial consultation at a reasonable fee.

How LRS works

The Alaska LRS is organized by areas of law and geographic location. Complete the application for membership on the following page and mail it, along with payment to the Alaska Bar Association.

Potential clients call the Bar office from anywhere in the state. The general nature of their problem is discussed, and if they have a legal problem, they are referred to up to three attorneys in their area. The client is responsible for making the appointment.

Clients are informed by the Bar that the attorney will charge no more than \$125 for a ½ hour consultation. After that, the arrangements for any further legal services and fees for those services should be discussed with the attorney.

Areas of LRS

- Administrative
- Admiralty
- Adoption
- Alaska Native Law
- Alternative Dispute Resolution
- Arts
- Bankruptcy
- Commercial
- Construction
- Consumer
- Criminal - Felony
- Criminal - Misdemeanor
- Debt Collection/ Judgment Enforcement
- Discrimination
- Divorce/Dissolution /Custody
- Eminent Domain
- Environmental
- Foreign Language
- Guardianship/ Conservator
- Immigration
- Insurance
- Juvenile Delinquency Law
- Labor Relations
- Landlord/Tenant
- Malpractice
- Military Law
- Mining
- Negligence
- Patent/Copyright/ Intellectual Property
- Public Interest
- Real Estate
- Social Security Disability
- Tax
- Trust/Wills/Estates
- Workers' Comp



ALASKA BAR
ASSOCIATION

Lawyer Referral Service

840 K Street, Suite 100

Anchorage, AK 99501-3353

Phone: (907) 272-7469

Fax: (907) 272-2932

E-mail: LRS@alaskabar.org

Website: www.alaskabar.org



Lawyer Referral Service Enrollment Agreement

I have read the foregoing and hereby certify that the answers are complete and true to the best of my knowledge.

Name: _____
(Signature) (Print or Type)

Date: _____ Member No.: _____



MEMBER BENEFITS

Insurance

ALPS (professional liability insurance): ALPS is legal insurance made easy!

Founded by lawyers for lawyers in 1988, ALPS offers comprehensive malpractice and business insurance solutions making it easy for you to protect your entire firm. As the Alaska Bar Association's endorsed carrier, they understand how valuable your time is. That's why the ALPS insurance application is flexible, easy, and 100% online. Apply, review your quote, accept and pay in as little as 10 minutes.

[Apply now.](#)

To learn more about what ALPS can do for Alaska attorneys, call (800) 367-2577 or visit alpsinsurance.com/alaska.

DEWAR Insurance Agency (disability insurance): Met Life Insurance Company offers Association-discounted pricing to Alaska Bar members on Disability coverage notable for its comprehensive, liberal contract language specific to protecting attorney income. View the benefits flyer [here](#). Contact [Dewar Insurance](#) by phone (907) 258-8888 or email nancyv@dewaragency.com.

Legal Research

vLex Fastcase: AK Bar members enjoy free access to a comprehensive legal research platform that includes a vast library of primary legal sources: case law, statutes, regulations, and state-specific legal materials. You can expect seamless access to state court opinions, statutes, Attorney General opinions, and more. Whether you're searching by citation, keyword, or natural language, vLex Fastcase delivers quick and accurate results.

In addition to primary law, the service offers a wealth of secondary materials, including practice guides, legal forms, and treatises on topics ranging from employment law to intellectual property. These resources provide invaluable insights and practical advice, tailored to Alaska's legal professionals.

For more information, visit vlex.com/vlex-fastcase



Practice Management

Clio: [Clio](#) is the world's leading provider of cloud-based legal technology, trusted by 150,000 legal professionals in 130+ countries. As the industry's only end-to-end software solution, Clio centralizes client intake, case management, document automation, payments, accounting and more—powered by AI on its unified platform. Recognized by 100+ bar associations and law societies globally, Clio has the most 5-star reviews of any legal practice management software.

Redeem your Alaska Bar* discount below and schedule a demo to begin working in Clio today! [Redeem your discount](#)

*Clio is a legal technology solution recommended by the Alaska Bar Association. Members of the Alaska Bar receive a 15% discount on Clio products, excluding Clio Draft.

8am™ LawPay: [8am™ LawPay](#) makes it easy for your firm to get paid—fast. Built for legal professionals, it streamlines billing with secure online payments, flexible options like Pay Later financing, and next-business-day deposits. With built-in IOLTA compliance, trust and operating account reporting, and expense management, LawPay makes it easy for clients to pay and easier for you to collect. LawPay is part of 8am—the professional business solution that brings together MyCase, CasePeer, and DocketWise, so you can focus on your clients and do more of the work that matters.

As a member of the Alaska Bar, you'll receive 3 months with no monthly fee when you start with LawPay. [Learn more and sign up online.](#)

Continuing Legal Education

National Business Institute: [NBI](#) is a trusted national provider of Continuing Legal Education. NBI has served the legal community for over 40 years, offering high-quality, practical CLE courses across a wide range of practice areas. With thousands of live and on-demand programs taught by experienced attorneys and legal professionals, NBI empowers lawyers and paralegals to stay current, sharpen their skills, and meet their CLE requirements with confidence.

As part of our partnership, Alaska Bar members will receive an exclusive 15% discount on all NBI courses. [Redeem your discount.](#)



Retirement

ABA Retirement Funds: Does your retirement plan offer no out-of-pocket expenses, professional fiduciary services, a broad range of investment options, and full-service administration? Ours does! The ABA Retirement Funds Program (the "Program") has been providing affordable 401(k) plans exclusively to the legal community for 49 years. The Program's bundled approach allows your firm to keep its focus on the success of the practice. We provide you with trustee, record keeping, tax reporting, compliance testing, investment management, and participant communication services – all from a single source – at no additional cost to your firm. Maybe it's time to find out what's inside your 401(k). Call us at 1-866-812-3580 for a free consultation or visit www.abaretirement.com for more information and a prospectus.

Travel

At **Avis**, we'll try harder for you with the kind of personal service and attention that makes every rental quick and easy. Plus, get up to 25% off and receive other valuable discounts automatically by providing your Alaska Bar Association Avis Worldwide Discount (AWD) number, **A677400**. Enrollment into Preferred Service is FREE! Visit www.avis.com or call 1-800-831-8000.

Hertz allows you to take advantage of membership discounts and value-added offers while enjoying the benefit of the many Special Services Hertz has to offer. Hertz provides you with a savings up to 10% on your next rental. Be sure to mention **CDP# 0217652** when making your next reservation. Visit www.hertz.com or call 1-800-654-2210.



MEMBER PUBLICATIONS

Alaska Bar Rag: The Alaska Bar Rag is now [online](#)! Known for its often-irreverent and always-topical content, the Bar Rag represents the voice of the legal community in Alaska. It is edited and written by attorneys, for attorneys. Published in tabloid newsprint format quarterly in March, June, September, and December, the Rag is distributed by mail to all attorneys licensed by the Alaska Bar Association; to active and inactive members practicing outside Alaska; and to state and law libraries and bar associations in the other 49 states. If you are interested in submitting an article (or even just a photo) to the Alaska Bar Rag email info@alaskabar.org.

Alaska Law Review: The [Alaska Law Review](#) is a scholarly publication that examines legal issues affecting the state of Alaska. The Alaska Bar Association recognizes a need for a scholarly publication devoted specifically to issues affecting Alaska. Alaska does not, however, have a state law school so the Alaska Bar selected Duke University School of Law to publish the Alaska Law Review. It is composed of second and third year law students from Duke University School of Law, and governed by a faculty advisor committee. These visits to Alaska are a great opportunity for the law students to meet Alaskan attorneys and discuss legal issues affecting Alaska. Visit the [Alaska Law Review](#) page to see their latest issues, archives, year-in-reviews, and information on upcoming symposiums.

E-News/E-Blast: All Alaska Bar members are automatically subscribed to receive the AK Bar E-News and E-Blast. These weekly emails include the latest news and updates from the Alaska Bar Association and the Alaska Court System, along with information about upcoming AK Bar events and CLEs. If you are not receiving these weekly emails, please contact info@alaskabar.org for assistance.

ABA Bar Association Books for Bars: 100'S OF TITLES! Law books in numerous areas of the law. ABA publications are available in a variety of formats, including print, online, audio, and CD-ROM. Experts rigorously review the products to ensure the highest quality information and presentation. The discount code receives 15% off your purchase. Please email info@alaskabar.org or call the AK Bar office at (907) 272-7469 for the code. Visit the [Shop ABA](#) page to see their latest titles.

SOCIAL MEDIA



[Alaska Bar Association Facebook](#)



[Alaska Bar Association Instagram](#)



[Alaska Bar Association YouTube](#)





CONTINUING LEGAL EDUCATION

Alaska Bar Rule 65 (MCLE Rule) provides that active members of the Alaska Bar Association shall complete at least twelve credit hours per year of approved MCLE. Three of those twelve MCLE credit hours must be in approved ethics CLE (MECLE) annually.

New Admittees are exempt from the requirements during their year of admission. New Admittees must meet the MCLE requirements during the year following their admission and must file a report by February 1 of the next year.

CONTINUING LEGAL EDUCATION (CLE) PROGRAMS:

AK Bar Zoom/Webinar: The Alaska Bar Association offers virtual CLE programs, in real time, attended exclusively by an online audience.

In-Person: The Alaska Bar Association presents in-person programs, primarily in Anchorage, with occasional sessions in Juneau and Fairbanks. Nearly all live programs are also available via live webcast.

Annual Convention: A two- to three-day event featuring CLE programming and social events. The location rotates annually between Anchorage, Southeast Alaska, and Interior Alaska.

Partnership: The Alaska Bar partners with other professional CLE providers to offer webinars and on-demand programs.

Video-on-Demand (VOD): Archived programs are available through our VOD catalog on the Alaska Bar website.

All the above programs qualify for CLE credits.

- Live CLE programs: <https://alaskabar.org/cle-mcle/member-events/>
- Video on Demand programs: <https://alaskabar.org/cle-mcle/member-videos-demand/>

CLE ATTENDANCE RECORDS:

The Alaska Bar office only keeps records of your registration and purchase of Alaska Bar Association programs and VODs. Members are responsible for tracking their own CLE credits for MCLE reporting. You may access your records via your membership dashboard.



CLE REGISTRATION DISCOUNTS:

Discounts: (apply to early bird pricing only)

- Groups of 2 people from the same organization receive a 10% discount
- Groups of 3-5 people from the same organization receive a 15% discount
- Groups of 6 or more people from the same organization receive a 25% discount

Travel Discounts (AK Bar Members & In-person only):

- Travel on commercial airliner to CLE – 50% discount
- Driving 100 + miles to CLE – 20% discount

****Only one category of discount may be applied per program.****

New Member Discount for AK Bar Convention CLEs:

New members admitted within the last five years are eligible to attend Convention CLE sessions at a special discounted rate of \$100. This offer provides an affordable opportunity for newer attorneys to gain valuable knowledge and network with peers in the profession. Please note that this discount applies only to CLE sessions and does not cover ticketed events at the Convention.

CLE Cancellation Policy:

Cancellations received by the AK Bar office before 4:30 p.m. on the day prior to the seminar will be eligible for a registration fee refund, with a \$25.00 administrative fee (\$10.00 for virtual program) deducted. Substitute attendees are permitted with no administrative fee.

Failure to cancel in time will result in a "no show" status and no refund will be issued. However, no-show registrants can request program materials and access to the video-on-demand if available. Please note that this policy does not extend to free programs.

AK Bar CLE Department

cle@alaskabar.org

(907) 272-7469



New Admittee Free CLE Pass

This one-time Free CLE Pass may be used for either:

- Any live half-day CLE program
(<https://alaskabar.org/member-services/member-events/>) or
- One Video-on-Demand (VOD) purchase
(<https://alaskabar.org/cle-mcle/member-videos-demand/>)

Valid for AK Bar–sponsored events only. Not valid for CLE SharedED programs.

How to Use Your Free CLE Pass

- To register, you must call the Alaska Bar Association at (907) 272-7469 or email the CLE Department at cle@alaskabar.org
- You must submit your original pass by mail or present it at the check-in table for in-person programs
- This pass is valid for one year from the date of admission

Exclusions

- Alaska Bar Annual Convention
- Materials not printed by the Alaska Bar (e.g., a speaker's book); these materials may be purchased separately
- Meals associated with in-person CLE programs; meals may be purchased separately

Questions

📞 (907) 272-7469 ✉ cle@alaskabar.org
📍 840 K Street, Suite 100, Anchorage, AK 99501

Alaska Bar Rule 65 (MCLE Rule) provides that active members of the Alaska Bar Association shall complete at least twelve credit hours per year of approved MCLE. Three of those twelve MCLE credit hours must be in approved ethics CLE (MECLE) annually.

New Admittees are exempt from the requirements during their year of admission. New Admittees must meet the MCLE requirements during the year following their admission and must file a report by February 1 of the next year.



SECTIONS/COMMITTEES

Sections: Section membership is open to both members of the Alaska Bar Association and the public, offering numerous benefits to support your professional growth and development. By joining, you'll gain access to resources such as continuing legal education (CLE) opportunities, networking with peers who share similar legal interests, updates on legislative and court actions, and participation in forums that address community and professional needs. Click [here](#) for more information or to join a section.

New Lawyer Section: The New Lawyers Section of the Alaska Bar Association provides a forum for newer members to engage with and become active in the Bar. The Section supports mentoring, education, and professional development through CLEs, service projects, and social events, helping connect today's leaders with the next generation of the profession.

As a new lawyer, you are automatically registered in the New Lawyers Section for FREE.

Section meetings will be scheduled as needed. New Lawyer Section resources are available [here](#).

Committees: The Alaska Bar Association maintains several standing committees established by the Board of Governors to support the regulation of the practice of law and the work of the Bar.

Visit the [Committee Descriptions](#) page for a current list of committees and details about each.

Committee solicitations are open February 1–April 30 and are submitted through the member dashboard. The incoming President appoints members to fill committee vacancies. Terms are generally three years, and current members with expiring terms must request reappointment.

To fill out your committee solicitation online:

1. Log into your existing [member dashboard](#)
2. Click on the **Committee Solicitations**
3. Check up to three (3) committees you wish to join
4. Click Update Committees



PRO BONO

Pro Bono Service Makes a Difference

Rule 6.1 of the Alaska Rules of Professional Conducts directs an attorney towards an aspirational goal of 50 hours of pro bono service each year. We know it makes a difference in the lives of clients and is often found to be rewarding by volunteer attorneys. You can also earn CLE credit for pro bono service under Alaska Bar Rule 65.

How will you make a difference?

Answer a question online. Spend 20 minutes answering a civil legal question posted by an Alaskan at a virtual legal clinic. Register at [Alaska Free Legal Answers](#).

Protect a life. Representing a survivor of domestic violence at a protective order hearing could do just that. Contact [Alaska Network on Domestic Violence & Sexual Assault \(ANDVSA\)](#).

Help disaster survivors rebuild. Do a brief training on disaster assistance and answer questions at an in-person or virtual legal clinic. Contact the [Alaska Bar Association](#).

Feed the hungry. Represent someone facing delays or denials of their SNAP (food stamps) benefits by sending emails and attending hearings. Contact [Alaska Legal Services Corporation \(ALSC\)](#).

Answer the phone. The Information & Referral Hotline for [ANDVSA](#) and the Landlord-Tenant Helpline at [ALSC](#) require just two hours once a month, and calls can be forwarded to your cell phone, making it easy to volunteer from anywhere.

Keep a family off the street. An eviction hearing could be all that keeps them from becoming homeless. Alaska's homeless population is growing—[be part of the solution](#).

Impact Alaska's youth. Teaching at Anchorage Youth Court encourages civic engagement, youth leadership and respect for the law. Email [AYC](#).

Be a writer. Develop law-related literature and curriculum for the public and other volunteer attorneys. Contact the [Alaska Bar Association](#).

Customize a custody agreement. A custody agreement that makes sense for a family unit benefits everyone in our community. Contact [ALSC](#).



Qualified Legal Services Providers Offering Pro Bono Opportunities

For a list of opportunities from qualified legal services providers that is updated every 60 days, visit the [Pro Bono Opportunities for Attorneys](#) page. If you are interested in volunteering or have questions about the opportunities below, please contact the organization. If you would like to be added to a list to be emailed about volunteering at free legal clinics, please join the Alaska Bar's pro bono mailing list [here](#).

ALASKA FREE LEGAL ANSWERS

[Alaska Free Legal Answers](#) is a virtual legal advice clinic in which qualifying low-income users post civil legal questions at no cost to be answered by pro bono attorneys licensed in Alaska. Volunteer attorneys will be emailed when a question is posted in a subject area to which they subscribe and may preview questions before committing to answering them. Questions generally take about 20 minutes to answer, and may include links to court forms or self-help resources. The most common questions involve family law, housing, employment, probate, and disaster assistance.

Sign up to volunteer by clicking [this link](#).

ALASKA LEGAL SERVICES CORPORATION

[Alaska Legal Services Corporation](#) (ALSC) is the statewide provider of free, comprehensive civil legal aid. Established in 1967, ALSC serves over 200 communities through 11 offices around the state. ALSC's work impacts children and families, veterans, elders, those with a disability, domestic violence survivors, and more.

ALSC's pro bono program is a strong network of volunteer attorneys, community justice workers, and other legal professionals. Additional volunteers are needed to meet the needs of low-income Alaskans and their communities – volunteer through direct client representation, one-time advice and counsel appointments, participation in legal clinics, or by serving as a mentor or resource for other volunteers or ALSC staff.

Your participation in ALSC's pro bono program includes malpractice insurance, co-counsel and/or mentoring opportunities, sample briefs and reasonable reimbursement for out-of-pocket expenses.

Alaskans across the state who meet ALSC's income guidelines are depending on your service to access justice, meet their basic needs, preserve their families, and thrive in their communities.

All volunteers must register [here](#). Learn more about ALSC and sign up to become a volunteer at www.alsc-law.org or call (907) 272-9431.



ALASKA NETWORK ON DOMESTIC VIOLENCE & SEXUAL ASSAULT

Alaska Network on Domestic Violence and Sexual Assault (ANDVSA) provides legal help to low-income victims of domestic violence and sexual assault. Alaska ranks among the top 5 states in the U.S. for per capita rates of domestic violence and ANDVSA's statistics mirror that. Serving an average of 110 clients per year, ANDVSA supports volunteer attorneys willing to take a wide variety of civil cases.

Serving on a statewide basis, ANDVSA's volunteers are put to work taking full cases, serving as mentors, doing legal research and answering the Information and Referral Hotline. The Information and Referral Hotline is offered 18 times per year for two hours each rotation by volunteer attorneys around Alaska.

ANDVSA is renowned for its critical on-call mentoring assistance, extensive written resources (including an Alaska-specific Volunteer Family Law Manual, American Bar Association Family Law practice manuals, and sample pleadings), and live and prerecorded training opportunities. Additional benefits to volunteers include malpractice insurance, case cost coverage, and the assistance of paralegals and shelter advocates.

For more information about ANDVSA or for questions and/or interest in volunteering, please contact Katy Soden at (907) 297-2791, email ksoden@andvsa.org, or fill out ANDVSA's [volunteer attorney application form](#).

AMERICAN CIVIL LIBERTIES UNION OF ALASKA

The ACLU of Alaska defends the civil rights and liberties of all Alaskans through litigation, advocacy, and community engagement. We strive to create a more equitable state by partnering with a diverse network of Alaskans dedicated to preserving the rights guaranteed by the U.S. and Alaska Constitutions. Learn more about our work and get involved at our website: <https://www.aclu.org/action>.

For more information about how to get involved in the legal community or how to get started with volunteering, contact the Pro Bono Director at info@alaskabar.org or call (907) 272-7469. We can also help your employer develop a pro bono policy!



EXCERPTS FROM ALASKA BAR RULE 65 CLE CREDIT FOR PRO BONO SERVICE

(a) **Mandatory Continuing Legal Education.** In order to promote competence and professionalism in members of the Association, the Alaska Supreme Court and the Association require all members to engage in Mandatory Continuing Legal Education (MCLE). Every active member of the Alaska Bar Association shall complete at least twelve credit hours per year of approved MCLE. Three of those twelve MCLE credit hours must be in approved ethics CLE (MECLE).... This requirement can be satisfied with a wide variety of legal education activities described in subsection (e) of this rule.

....

(e) **CLE Activities.** The MCLE standards of this rule may be met either by attending approved courses or completing any other continuing legal education activity approved for credit under these rules.... The following activities may be considered for credit when they meet the conditions set forth in this rule:

....

(12) providing free civil legal services under the supervision of a "qualified legal services provider" as defined in Alaska Bar Rule 43.2(c)(2), or at a free legal clinic sponsored by a qualified legal services provider. A member may receive one general credit hour for every two hours of pro bono service as provided in this rule. To be eligible to receive general CLE credit under this rule, a member:

- a. Must be in good standing of the Alaska Bar Association; and
- b. May neither ask for nor receive personal compensation of any kind for the legal services rendered under this rule. If allowed by law, the pro bono attorney may seek attorney's fees to be donated to the sponsoring qualified legal services provider.

....

See [Alaska Bar Rule 65](#) for the full text.

"It is one of the most beautiful compensations of this life that no man can sincerely try to help another without helping himself."

--Ralph Waldo Emerson



**ALASKA RULE OF PROFESSIONAL CONDUCT 6.1
VOLUNTARY PRO BONO PUBLICO SERVICE**

A lawyer should aspire to render at least (50) hours of pro bono publico legal services per year. In fulfilling this responsibility, the lawyer should:

- (a) provide a substantial majority of the (50) hours of legal services without fee or expectation of fee to:
 - (1) persons of limited means or
 - (2) charitable, religious, civic, community, governmental and educational organizations in matters which are designed primarily to address the needs of persons of limited means; and

- (b) provide any additional services through:
 - (1) delivery of legal services at no fee or substantially reduced fee to individuals, groups or organizations seeking to secure or protect civil rights, civil liberties or public rights, or charitable, religious, civic, community, governmental and educational organizations in matters in furtherance of their organizational purposes, where the payment of standard legal fees would significantly deplete the organization's economic resources or would be otherwise inappropriate;
 - (2) delivery of legal services at a substantially reduced fee to persons of limited means; or
 - (3) participation in activities for improving the law, the legal system or the legal profession.

In addition, a lawyer should voluntarily contribute financial support to organizations that provide legal services to persons of limited means.

SEE [ARPC 6.1](#) for full rule comment

CERTIFICATE OF ADMISSION

REQUEST FORM

If you wish to receive a Certificate of Admission from the Supreme Court, please check the type of certificate you prefer below, and mail this form, together with \$5.00, to:

**Alaska Supreme Court
303 K Street
Anchorage, AK 99501**

Do NOT send to the Alaska Bar Association.

Plain Certificate
 Picture Certificate

Admission Date: _____

Print your name as you wish it to appear:

Certificate to be mailed to :

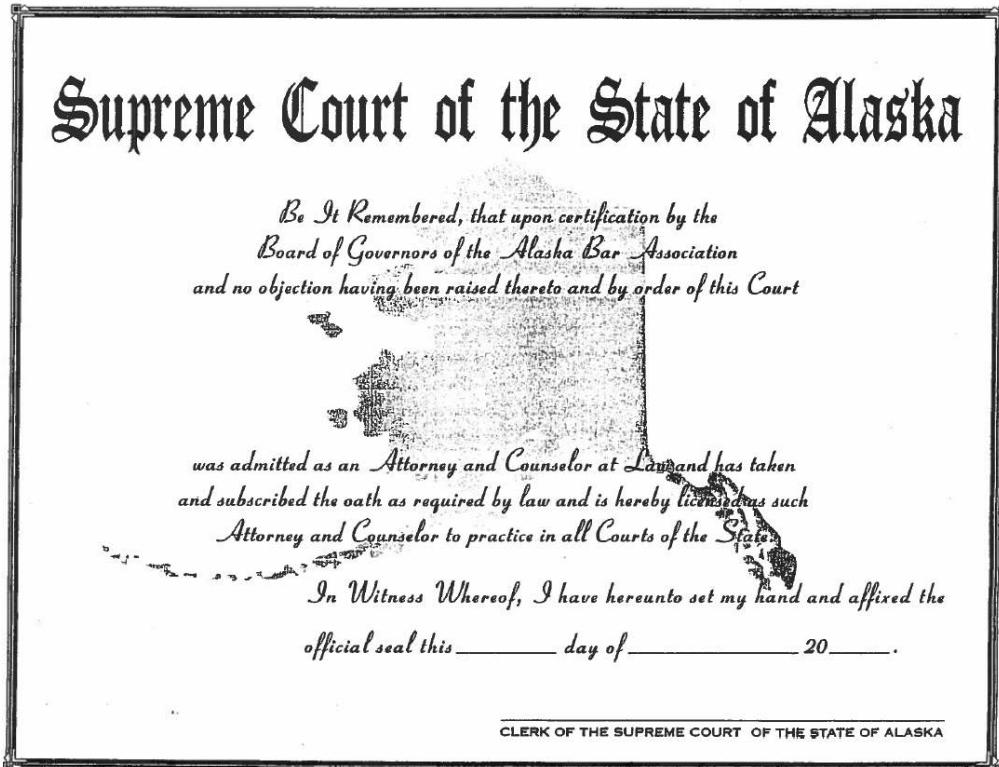
(Address)

(City, State, ZIP)

Certificates are provided by the Alaska Supreme Court. Questions about certificates should be directed to the Appellate Courts Clerk's Office.

PLAIN & PICTURE CERTIFICATE EXAMPLES

Plain Certificate



Picture Certificate

