

A Few Thoughts To Remember...

REMINDERS

Monthly Meeting Reminder

Monthly Meeting

Seminar - Vendor Forms

Membership Update Form

John Michael Osborne

Paralink

Website

Date: **THURSDAY, FEBRUARY 17**

Time **12:15 PM**

Location **238 West Congress St. - Callaway Braun Riddle & Hughes, P.C. (See Inset)**

Speaker, if any **Kathleen Durham (tentative)**

R.S.V.P. **For Lunch to jkkatzman@bouhan.com no later than Tue, Feb 15th!!**

Cost **\$8.00**

Cancellations: Email to jkkatzman@bouhan.com. If you R.S.V.P., please pay or notify me that you will not be present.

Hosting Members: **Debbie Hughes & Arelene Nichols**



Callaway, Braun, Riddle & Hughes, P.C.
(912) 238-2750



SEMINAR IS MAY 6th

The seminar committee chaired by Eunice Bolen is doing a terrific job planning all the details for a successful event. Members are attending meetings both during the work week and on weekends. We need all hands on the deck in the coming weeks ahead.

Arelene and Candy are working on the contents of the goodie bags which I understand was a huge hit last year.

Judy Odrezin has mailed out letters to speakers confirming their attendance. Many thanks to Angie, Tiffany, and Jenni who helped contact speakers.

Debra Hughes is handling the vendor registration. The [vendor/sponsor letter](#) and [vendor registration forms](#) can be opened by clicking on the hyperlink above, or printing it below. The letter is designed so you can insert the date, appropriate address and greeting. If you know the vendor/sponsor personally, you may insert a personal greeting.

Melanie and Peg, thanks for your support. If I've left anyone out, please forgive me. All is appreciated. Much more is to be done, come to the meeting next week to get the latest news...

JOHN MICHAEL OSBORNE

JM is the 13 year old Rincon boy diagnosed with AML leukemia. His beeper number is 351-5395 *777. Remember his parents, Timothy & Kimberly Osborne, and sister, Anna. On Feb 1st, SEALA sent its contribution, along with several individual donations, to the Osbornes. Thanks to all who contributed.

MEMBERSHIP UPDATE

ALL ACTIVE MEMBERS should complete the attached UPDATE FORM and return it to Peggy Collins (at plcollins@bouhan.com) to keep our records current. For those on our mailing list who are not ACTIVE MEMBERS, I invite you to become one. What we have to offer is networking, training, education and much more. Whether you are local or at-large, take SEALA with you.

Paralink Newsletter

Pam Bebon has offered to, once again, edit SEALA's publication -- but in order for it to go forward, SEALA needs YOU!! Anyone that can type, set, write, provide ideas or assist, please contact Bebon at pam.bebon@ipaper.com.

SOUTHEASTERN ASSOCIATION OF LEGAL ASSISTANTS

*S.E.A.L.A.
Post Office Box 8995
Savannah, Georgia 31402*

The Southeastern Association of Legal Assistants (“SEALA”) was organized in 1989, and is comprised of paralegals from southeastern Georgia. On May 6, 2005, SEALA will host a paralegal seminar at the Coastal Georgia Center for Continuing Education, conveniently located at 305 M.L. King Jr. Boulevard in downtown Savannah, Georgia. We are expecting paralegals from Savannah, Statesboro, Brunswick, Macon, Augusta, Waycross and Valdosta, to be in attendance.

Please join us for the VENDOR FAIR to be held in conjunction with the seminar. Growing numbers of paralegals have the responsibility in the selection and retention of outside professionals. This is your opportunity to market your product/service to a growing field of potential clients/customers. We anticipate that many experienced paralegals will take the opportunity to attend the seminar.

Whether or not you are able to participate as a vendor, we would also welcome your sponsorship of our program. As a sponsor, your name will appear in our seminar textbook and also be displayed prominently at the seminar site.

See the enclosed Vendor and Sponsor Registration forms for details. If you require additional information regarding Vendor or Sponsor registration, please contact Debra R. Hughes, at (912)350-5197 during business hours. Should you decide to participate, and we hope you will, you may send the enclosed registration form of your choice to: SEALA Seminar c/o Debra R. Hughes, 540 Suncrest Boulevard, Savannah, Georgia 31410.

We look forward to hearing from you.

Sincerely,

SEALA Seminar
Vendor Committee

VENDOR REGISTRATION FORM

Return completed Registration Form and \$150.00 check no later than April 30, 2005, to:

Debra R. Hughes
540 Suncrest Boulevard
Savannah, Georgia 31410
(912)350-5197

Vendor Registration Information: Booths are \$150.00. Each booth includes a table, 2 chairs and electricity.

Set up/Breakdown: Set up 7:00 a.m. Breakdown: 5:00 p.m.
Location: Coastal Georgia Center for Continuing Education
305 M.L. King Jr. Blvd.
Savannah, Georgia 31401

Please register me/my company as a Vendor. Enclosed is my/our check in the amount of \$150.00 made payable to SEALA Seminar.

| | |
|--|-----------------|
| COMPANY NAME: | Contact: |
| COMPANY ADDRESS: | Phone: |
| Product/Service: | Fax: |
| Special Needs: (Electricity etc.) | |

SPONSOR REGISTRATION FORM

Return completed Registration Form and check for desired amount no later than April 30, 2005, to:
Debra R. Hughes
540 Suncrest Boulevard
Savannah, Georgia 31410
(912)350-5197

Please register me/my company as a Sponsor. Enclosed is my/our check for \$ _____ payable to the SEALA Seminar.

| | |
|-------------------------|-----------------|
| COMPANY NAME: | Contact: |
| COMPANY ADDRESS: | Phone: |
| Product/Service: | Fax: |

MEMBERSHIP UPDATE

NAME: _____

EMPLOYER: _____

WORK ADDRESS: _____

WORK PHONE: _____

WORK FAX: _____

WORK E-MAIL: _____

HOME ADDRESS: _____

HOME PHONE: _____

HOME E-MAIL: _____

I PREFER SEALA TO NOTIFY ME USING MY:

WORK INFO ABOVE

HOME INFO ABOVE

I WANT TO SEE SEALA DO MORE: _____

I CAN HELP SEALA BY: _____

Comments and suggestions: _____

*Return this form to plcollins@bouhan.com or fax 912-644-6246.