

ATTORNEY/EMPLOYER ATTESTATION

This document must be submitted by all applicants qualifying under requirements numbers 4, 5, and 6.

I hereby attest that _____ is employed as a paralegal, and that he/she, under the supervision and direction of a lawyer, is capable of the following services, and the services generally described by the ABA's *Standing Committee on Paralegals*:

- Applying knowledge of the law and legal procedure in drafting legal documents in certain fields of law under the supervision of an attorney that absent the paralegal would be performed by the attorney;
- Exercising judgment and working independently with respect to assigned tasks; keeping and meeting legal deadlines;
- Preparing or interpreting legal documents for review by an attorney that absent the paralegal would be prepared or interpreted by an attorney;
- Performing factual research;
- Analyzing procedural problems and recommending solutions in certain fields of the law;
- Preparing detailed procedures for efficient handling in specialized field(s) of law; and
- Performs work that is not of a clerical nature.

I further attest that the applicant has been employed by me as a paralegal for ___ years/months; that the applicant's ethical and professional conduct are above reproach; and that he/she is recommended for membership in the Smoky Mountain Paralegal Association under requirement number _____.

Date

Signature of Attorney/Employer