



**SUNCOAST CHAPTER**



**Sarasota • Manatee Chapter**  
*A Chapter of the Association of Legal Administrators*

## **DISTINGUISHED PARALEGAL AWARD**

The Paralegal Association of Florida, Inc.-Suncoast Chapter and the Sarasota-Manatee Chapter of the Association of Legal Administrators are proud to sponsor the Distinguished Paralegal Award. This award will be presented to two paralegals -- one in Manatee County and one in Sarasota County -- who, over a long and distinguished career, has by their ethical and personal conduct, commitment and activities, exemplified for their fellow paralegals and the attorneys with whom they work, the epitome of professionalism; who has also rendered extraordinary contributions that coincide with the purposes of the Paralegal Association of Florida (“PAF”), the National Association of Legal Assistants (“NALA”) and the Florida Bar Association.

Nomination submissions are due by December 3, 2018. The Board of the Suncoast Chapter and the Board of the Sarasota-Manatee Chapter of the Association of Legal Administrators will review the nominations and will select the finalists. The recipients will be notified of their nomination and the awards will be presented at the Suncoast Chapter’s dinner meeting on January 14, 2019.

We hope you will help us recognize the outstanding work our paralegals do for you and the community. If you have any questions, please contact: Malora Shaw, Suncoast Chapter 2<sup>nd</sup> VP, email: [mshaw941@hotmail.com](mailto:mshaw941@hotmail.com); cell: 941-920-4913.

**QUALIFICATIONS FOR NOMINATION OF  
DISTINGUISHED PARALEGAL OF THE YEAR AWARD**

Do you know a paralegal who demonstrates one or more of the following attributes:

- outstanding professional achievement;
- contribution to the development of the profession;
- devotion to professional duties;
- adherence to best practices and mentoring of others in best practices;
- a history of community service;
- personal character that brings credit to the paralegal profession;
- good judgement, leading lawyers to consult him/her about legal strategy;
- is a pivotal member of the firm and ensures that his/her attorneys are prepared, organized and “look good” where they are meeting with a client, going to a court hearing, trial, mediation or presenting a continuing education class;
- is a mentor to other paralegals, helping them to advance and become more successful in their field; and
- has a relentless drive and determination to achieve the best and propels others to succeed.

If you answered YES to any of the above, please submit your nomination on the following form.

*THANK YOU FOR YOUR SUPPORT OF THE PARALEGAL PROFESSION!*

**DISTINGUISHED PARALEGAL OF THE YEAR AWARD**

Sponsored by the Paralegal Association of Florida, Inc. - Suncoast Chapter  
and the Sarasota-Manatee Chapter of the Association of Legal Administrators

**NOMINATION FORM**

**Nominee:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Nomination made by:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Submit this form along with a statement describing the nominee's legal experience and training, public service and organization involvement, and why you feel the nominee should be considered for this award.

Nominations will be accepted from paralegals and attorneys. Please note that no self-nominations will be accepted. Nominations are submitted to the Suncoast Chapter Board and a representative of Sarasota-Manatee Chapter of the Association of Legal Administrators.

**NOMINATIONS ARE DUE ON OR BEFORE DECEMBER 3, 2018 at 5:00 p.m.**

Send to: Malora Shaw, 2<sup>nd</sup> VP  
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Sarasota, FL 34236  
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