



Vermont Paralegal Organization

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A Member of the National Federation of Paralegal Associations, Inc.

www.vtparalegal.org

SUPERVISING ATTORNEY AFFIDAVIT
FOR FREELANCE / INDEPENDENT PARALEGAL

1. I, _____, am an Attorney licensed to practice law in the State of _____.
2. _____ has been hired by me within the last ninety (90) days as a freelance / independent paralegal/legal assistant¹. During such employment period, at least sixty percent (60%) of the work delegated and/or assigned to and performed by him/her, under my supervision, was substantive² legal work customarily, but not exclusively, performed by a lawyer.
3. The work assigned to _____ during such employment was of good quality and completed in a manner satisfactory to me.

DATED at _____, this ____ day of _____, 20__.

Signature of Supervising Attorney

STATE OF _____
_____ COUNTY, SS.

At, _____, in said County, this _____ day of _____, 20__, personally appeared _____, and he/she acknowledged this instrument, by him/her sealed and subscribed, to be his/her free act and deed.

Before me: _____
Notary Public
My commission expires: _____

¹ For the purpose of membership status, regardless of the applicant's job title, a "Paralegal" shall be considered anyone qualified through education, training or work experience to perform substantive legal work that requires knowledge of legal concepts and is customarily but not exclusively performed by a lawyer. This person may be retained or employed by a lawyer, law office, governmental agency, corporation or entity, or may be authorized by administrative, statutory or court authority to perform this work.

² Substantive shall mean work requiring recognition, evaluation, organization, analysis, and communication of relevant facts and legal concepts.