MESSAGE FROM THE PRESIDENT

I love my job! Any time someone asks me if I like what I am doing, I respond, “I love my job!” This month marks four (4) years that I have been a small business owner. I joined CALDA that same year. CALDA has been a wonderful source of information and material. I attended my first CALDA conference two (2) years ago in Ontario, CA. What a great experience! I met so many wonderful people and I learned so much in each of my workshops. My philosophy is if I can learn even just one (1) new thing, then it was worth every penny and every minute. Needless to say, I learned something in each and every one of the workshops that I attended. But most valuable to me was the networking, meeting new people and making new friends! Nothing beats that!

Last year at the 2007 CALDA Conference in Sacramento, CA, I had the pleasure of being nominated and voted in as President of this wonderful association. I love it! It is one thing to be part of our association, but quite another to be in a position where I can help other LDAs surpasses all my expectations. I can only hope that I will meet your expectations as President.

One of the items that we, the Board, have been working on is the 2008 CALDA Conference. We have looked at several locations in Fresno and are currently reviewing our location options. A decision on the location will be made shortly and you will be the first to know!

My goals as President are:

- To have the most successful conference ever in the history of CALDA!
- To increase conference attendance to between 200-300 attendees!
- To continue providing monthly educational workshops in a timely manner!
- To continue providing brochures to aid us in our businesses!
- To add questionnaires to the brochures on our website!
- To introduce a new website to our membership in the near future!

Aside from the above, one of my personal goals is to publish a small handbook consisting of our brochures, to be sold at our future conferences and workshops. I love to read and write. That is why I do what I do. I would like to write and publish a book on How to Start and Operate an LDA Small Business in California. This book would provide the basics of what to look for when looking for office space, what costs/overhead to expect to spend, computer needs, software, literature, advertising etc., in addition to how to turn a first-time caller into a paying customer. This goal will take some time, but I learned something very important from Zig Ziglar, motivator and teacher, “it is the little things that make a big difference.” I can write this book a paragraph at a time, a page at a time, a chapter at a time. We will not become successful overnight, “but by the daily, disciplined application of doing something every day to reach your objectives in life.”

With that being said, I will leave you with the following quote from Zig Ziglar, “When we focus on excellence, we see more of it in our people, projects, and products…it’s all around us!”

I look forward to meeting each and every one of you at the 2008 CALDA Conference in Fresno, CA this year!

Tina Sandoval
President
HELP US GROW IN 2008 AND SAVE $$$ TOO!

2008 MEMBERSHIP DRIVE

CALDA Members – A nice way for you save $$$ and contribute to your organization! CALDA is launching a membership drive throughout the year of 2008 and this is how it works:

Current renewal for CALDA Voting and Sustaining Members is $200.

Recruit new members before your membership expires and your renewal dues will be:

One new member = $150
Two new members = $100
Three new members = $  50

These new members must be new LDAs or non-members of CALDA for the past three years.

Valuable incentives to join CALDA are as follows:

- New LDAs or Sustaining Members will have a first time membership rate of $125 for Voting Membership or Sustaining Membership throughout 2008 (renewal rates are $200 beyond the first year).
- $75 student membership (renewal rates are $125 beyond the first year).
- CALDA has 22 Professional Brochures and 15 Questionnaires available on the Members Only Section and free to all voting members for use in their business.
- Each member receives a business listing on our search engine – an essential marketing tool for client/customer referrals.

- CALDA Forums: a great source of professional support discussion and an excellent place to find answers to your work-related questions.
- Several on-line classes and workshops are planned for 2008 and all members are eligible to attend.

SIX TIPS TO GROW YOUR LDA BUSINESS

1. Stay In Touch With Your Customers. It costs less to retain a customer than it does to capture a new one. Keep a record of your customers and stay in touch regularly via newsletters, postcards or emails. Feature a service, offer discounts and give information. Don’t let them forget you. The amount of business that comes in will be in direct relation to the amount of information going out. Besides you, your database of customers is your business’ most valuable asset.

2. Get Involved Locally. Get your business involved in something in your community. Schools, sports teams and fairs need volunteers and sponsors. Sending a check isn’t enough. Show up, participate and have your business offer to help in some way, such as offering free notary services. The need is great and will be greatly appreciated. Not only will you give your business extra exposure, but when you have the good fortune to make a good living in your own business, it’s only right to pay it back. Your community will want to patronize the businesses that support them.

3. Internet. The marketplace is changing rapidly and those who are not using the yellow pages and more and more seniors are surfing the net. Having a website isn’t enough. It needs to be optimized and accessible. Google and Yahoo are the main search engines. Learn how to be at the forefront or pay someone to figure it out for you.

4. Co-op With Other Businesses. Other than attorneys’ services, consider tax and financial services. Advertise together (a great way to cut costs) and have each other’s business cards and brochures displayed in your offices.

[continued on next page]
Even businesses in different sectors can benefit from co-ops.

5. Become A Notary Public Or Hire Someone Who Is One. So many people need notary services. Once they come in to have a document notarized and see what other services you offer, chances are that they will return for LDA services. Besides having the notary sign in my window, I have two banks and a mailbox store in my shopping center sending people for notary services almost daily. I finally paid for my receptionist to become a Notary Public because the requests for notary services were becoming too much for me to handle.

6. Review And Renew. The one thing that is constant is change. Change in technology, demographics, economy and other market factors affect your business. Some of the actions that worked for you 10 years ago probably don’t work today. You should be tracking everything, then periodically evaluating. Here are a few questions to ask yourself: What am I doing to promote my business? What is the response? How much did it cost? How much will I spend this year? What is my goal?

Annette Gomez
CALDA Secretary

NEW MEMBERS – WELCOME:

New Members – WE WANT YOU! If you are interested in participating on a committee and helping CALDA with its mission, please give me a call at (559) 485-5445. I will make sure you will get connected with the right person.

Committees available:
• Public Relations
• Education
• Membership
• Technology
• Conference
• Newsletter
• Professional Standards
• Legislation
• Fund Raising
• Nominations and Elections

Robin Schumacher
Membership Chairperson

Please join me in welcoming the following new members:

Margaret Wilson
Los Angeles County

Elias DeHerrera
Santa Clara County

Camelia DeHerrera
Santa Clara County

Kevin Gair
Fresno County

Cathy Cowan
Manhattan Beach, CA*

Louann Smallwood
Sonoma County

Walter Padilla
Santa Clara County

Carrie Riggins
Bakersfield, CA*

Laurie Dominici
Kern County

Jenny Barei
Fresno County

Lisa Dieteman
Contra Costa County

Ana Jimenez
Whittier, CA*

Michale Rojas Jr.
Los Angeles, CA*

Toby Adams
Placer County

Maryfe Sagabaen
Santa Clara County

Janine Bates Theis
Butte County

Elisa Fuentes-Arroyo
San Bernardino County

Karen King
Ventura County

Denise Sherren
Ventura County

Christina Dawes
San Luis Obispo County

Silvana Kruger
Alameda County

Sherri Beavers
Modesto, CA*

Dennis Duskin Jr.
Ventura County

Nathalie Nguyen
Sacramento County

Lori Rafter
San Diego County

Roxsand Ciello
Bethel Island, CA*

Marina Miller
San Diego County

Virginia Camarillo
Los Angeles County

Tyese Rios
Los Angeles County
On January 1, 2008 new stricter laws governing notaries became effective. All notaries should be aware of these new rules, as they carry stiffer fines for failure to comply.

A notary can no longer complete a Jurat or an Acknowledgement based on personal knowledge. Many of us perform repeat notarizations for the same individual but with the new law, failure to request an acceptable form of identification each time, regardless of how well we know the individual whose signature we are notarizing, can result in a civil penalty of up to $10,000. Furthermore, the notary journal must contain a notation that the identity of the person making an acknowledgment or taking an oath or affirmation is based on “satisfactory evidence” and not “personal knowledge.”

A sentence has been added to the Certificate of Acknowledgment stating that the acknowledgment is being executed under penalty of perjury. Any notary stating to be true any material fact known by the notary to be false can be subject to a civil penalty of up to $10,000.

A Power of Attorney has been added to the list of documents that now require a thumbprint in the journal. Failure to obtain a thumbprint as required by Government Code section 8206 is subject to a civil penalty up to $2,500.

When requested by a peace officer investigating a criminal offense a notary must surrender his or her journal immediately or as soon as possible after the request if the journal is not present. The peace officer must, however, have probable cause to believe that the journal contains evidence of a criminal offense. Willful failure by the notary to provide a peace officer with a journal when requested is punishable by a civil penalty of up to $2,500. Additionally, willful failure to provide access to a journal when requested by a peace officer is grounds for revocation or suspension.

Willful failure by a notary to notify the Secretary of State of a change of address or a name change is punishable as an infraction by fine of up to $500.

When applying for the Notary Public Commission the applicant must submit a photograph to the Secretary of State.

There are new grounds for denial of a notary application, revocation or suspension of a notary commission, which are as follows:

- Making a false writing
- Fraud relating to a Deed of Trust
- Improper notarial acts
- Unlawfully acting as a Notary Public
- Filing false or forged documents
- Forgery
- Embezzlement
- Falsely obtaining personal information.

A notary is required to respond within 15 business days from the receipt of a request by a member of the public for a line item from the notary’s journal.

The notary is required to provide either a photocopy of the line item representing the requested transaction or acknowledge that no such line item exists. In a disciplinary proceeding for noncompliance with this provision, a notary may defend his or her delayed action on the basis of unavoidable, exigent business or personal circumstances.

As Legal Document Assistants we are very familiar with having to comply with strict rules!

Carol Ludlow
Treasurer

FROM THE CONFERENCE CHAIR

The 2008 CALDA Conference will be held in Fresno, CA from October 17-19, 2008. The cost will be announced soon and with the announcement an "early bird" prepayment schedule that will become available starting in April 2008. Watch the CALDA website for details www.calda.org.

Nancy Newlin
CALDA Conference Chair
The first CALDA telephonic class of 2008 was held on March 25, 2008 at 7:00 p.m. by Tamara Parker and CALDA’s Education Chair, Vanessa Williams. The topics were Domestic Partnerships and Review of Family Law. MCLE credits will be provided to members who participated.

If there are any members who would be willing to conduct a telephonic class, please contact me, Vanessa Watson, Education Chair, by email at education@calda.org or by phone at (310) 484-3607.

Also, feel free to contact me for ideas on future telephonic classes in which you have an interest. Below is a list of planned future classes:

• Social Security
• Unlawful Detainers
• Civil Matters
• Ethics
• Probate
• Marketing
• Wills/Trusts
• Enforcements (Judgments)

Vanessa Watson
CALDA Education Chair
Who cares about the Business and Professions Codes? Well, we should all care, at least if you want to stay out of hot water and should be in compliance with the laws.

We are in the business of preparing legal documents for customers. We are expected to know and be in compliance with the laws that govern our profession.

Therefore, as a reminder let me point out just a few requirements of the laws, as follows:

**Business & Professions §6408**
The registrant's name, business address, telephone number, registration number, expiration date of the registration and county of registration shall appear in any solicitation or advertisement, and on any papers or documents prepared or used by the registrant including, but not limited to, contracts, letterhead, business cards, correspondence, documents, forms, claims, petitions, checks, receipts, money orders and pleadings.

How many of you are in 100% compliance? If not, you should make it a priority for your own protection.

**Business & Professions §6408.5**
(a) All advertisements or solicitations published, distributed or broadcast offering legal document assistant or unlawful detainer assistant services shall include the following statement, "I am not an attorney. I can only provide self help services at your specific direction." This subdivision does not apply to classified or "yellow pages" listings in a telephone or business directory of three lines or less that state only the name, address and telephone number of the legal document assistant or unlawful detainer assistant.

Note: If you are incorporated, use, "(Name) is not a law firm. I/we cannot represent you in court, give you legal advice or select legal forms for you."

Whether you are advertising in a newspaper, on the radio, television or on craigslist, you must be compliant for your own protection. As a member of CALDA, it is expected that your business and business practices are compliant.

**Carl Knoll**
CALDA Professional Standards Chair

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**PENDING ASSEMBLY BILLS OF INTEREST**

California Law requires that legislative information be made available on the Internet. The website containing this information is [http://www.leginfo.ca.gov/bilinfo.html](http://www.leginfo.ca.gov/bilinfo.html). This site contains a full text of bills, resolutions, constitutional amendments and their status, history, votes, analyses and veto messages. You can subscribe to bills and be sent electronic notice of any changes in that bill. There are hundreds of bills pending. I have chosen a few bills that may interest you. You are encouraged to go to this website and review the list of Assembly and Senate bills pending (or recently chaptered) and focus on those areas of law that most interest you. Remember, once a bill has been chaptered it has become law.

Please feel free to contact me at Legislative@calda.org if you have other legislative information you believe will benefit our members.

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**ASSEMBLY BILL No. 189 re: Collaborative Law.**
Existing law establishes procedures related to proceedings for dissolution of marriage, nullity of marriage and legal separation, as specified. Existing law, the Collaborative Family Law Act, provides that, if a written agreement is entered into by the parties, the parties may utilize a collaborative law process, as defined, to resolve family law matters, as specified. This bill would prohibit an attorney hired to represent one or more parties in a collaborative law process from serving as litigation counsel,
The following links are provided for your reference and are very good sources to add to your reference list of “favorites.” Paragraph 1 contains links to the DMV site with general information about new vehicle laws that you may want to print out and put on your wall for your clients to review while in the waiting room or in your office. You are encouraged to check out each of these sites, as they all contain valuable information.

If you have any other sites containing information about new laws or “like” information that you would like to share with other CALDA members, please write to the CALDA Legislative chairperson at Legislative@calda.org.

1) New Vehicle Laws for 2008
   http://www.dmv.ca.gov/about/leg/leginfo.htm
   This listing does not contain all of the bills enacted in 2007 that made changes to the California Vehicle Code. Only those having a significant impact are referenced. For complete information on chaptered bills enacted in 2007 please refer to the legislative website at www.leginfo.ca.gov

2) Link to other sites re: new California laws for 2008 found via search of the State of California website:
   http://search.ca.gov/search?q=new+laws+for+2008&btnG=Search+California&entqr=0&output=xml_no_dtd&sort=date%3AD%3AL%3Ad1&entsp=0&lr=lang_en%7Clang_es&submit.x=8&client=ca_x&submit.y=10&uid=1&oe=UTF-8&ie=UTF-8&proxystylesheet=ca_x&site=ca_all

3) This link is to the CALIFORNIA LEGISLATURE 2007–08 REGULAR SESSION, 2007–08 FIRST EXTRAORDINARY SESSION and 2007–08 SECOND EXTRAORDINARY SESSION and shows a TABLE OF SECTIONS AFFECTED by various bills. If you have a code section that you want to review for changes or pending legislation involving that statute, check out this website and subscribe to that bill for up-dated information.
   http://www.leginfo.ca.gov/pdf/tos1.pdf

4) This link is to all current California Laws at http://www.leginfo.ca.gov/calaw.html where you will find every code book and code section at your fingertips.

5) This link is maintained by the California Judicial Branch with self-help information, including small claims information and judicial council forms, court administrative information, jury information and links to other governmental websites. This website also provides a 2007 legislative summary at http://www.courtinfo.ca.gov/courtadmin/documents/2007legsummaryoga.pdf. A “must keep” link.

6) If you need information concerning a Corporation, an LLC or a Limited Partnership, to obtain agent for service of process and status information, go to http://kepler.sos.ca.gov/list.htm.

7) The California Department of Consumer Affairs http://www.dca.ca.gov is a great source to direct your clients to for licensing information and various laws that affect consumers.

Do you have a link of interest? Please submit it to the CALDA Legislative chair at Legislative@calda.org.

Connie Crockett
CALDA Legislative Chair
except to ask the court to approve a settlement agreement. The bill would require a party to seek new counsel or represent himself or herself in order to proceed in litigation if the process terminates without a settlement. The bill would deem any statement, communication or work product made for the purpose of, in the course of, or pursuant to a Collaborative Family Law case, confidential and inadmissible in any noncriminal proceeding, except by written agreement to the contrary by the parties and as specified. The bill would also specify when a Collaborative Law process terminates. The bill would require a court to refrain from requiring court appearances inconsistent with the parties' agreement to participate in a Collaborative Law process unless it finds good cause for doing so. This bill would make other technical, conforming changes to relevant provisions of the Evidence Code governing confidentiality.

CURRENT BILL STATUS
MEASURE: A.B. No. 189
AUTHOR(S): Dymally.
TOPIC: Collaborative Law.
LAST HIST. ACT. DATE: 04/10/2007
LAST HIST. ACTION: In committee: Hearing postponed by committee.
COMM. LOCATION: ASM JUDICIARY
TITLE: An act to amend Sections 703.5, 1118, 1119, 1120, 1121, 1122, 1123 and 1124 of the Evidence Code, and to amend Section 2013 of, and to add Section 2014 to, the Family Code, relating to Collaborative Law.

ASSEMBLY BILL No. 239
Recording fees: Contra Costa and San Mateo Counties.
Existing law establishes the fees to be charged by the county recorder for recording and indexing every instrument, paper or notice required or permitted by law to be recorded. Existing law, including provisions of the California Constitution, subjects local governmental agencies to various requirements when imposing, increasing or extending general or special taxes, fees and other local exactions. This bill would authorize the Contra Costa County Board of Supervisors or the San Mateo County Board of Supervisors to additionally charge a late fee of not more than $25, as specified, for each document that is recorded if the document is in excess of one page, for every real estate instrument, as defined, paper or notice required or permitted by law to be recorded in Contra Costa County or San Mateo County. The bill would require the Contra Costa County Board of Supervisors or the San Mateo County Board of Supervisors, if it charges this fee, to establish a fund for deposit of the monies raised by the increase, which shall be used to assist in the development of affordable housing for extremely low income households, very low income households, lower income households and moderate-income households. This bill would make legislative findings and declarations as to the necessity of a special statute.

CURRENT BILL STATUS
MEASURE: A.B. No. 239
AUTHOR(S): DeSaulnier (Principal coauthor: Mullin) (Principal coauthor: Senator Torlakson).
TOPIC: Recording fees: Contra Costa and San Mateo Counties.
HOUSE LOCATION: SEN + LAST AMENDED DATE: 04/30/2007
LAST HIST. ACT. DATE: 06/27/2007
LAST HIST. ACTION: In committee: Set, first hearing. Hearing canceled at the request of author.
COMM. LOCATION: SEN
LOCAL GOVERNMENT
TITLE: An act to add Section 27361.10 to the Government Code, relating to recording fees.

ASSEMBLY BILL No. 250 - re: Non-Probate Transfers (formerly AB 12???)
Introduced by Assembly Member DeVore (Coauthors: Assembly Members Anderson, Benoit, Cook, Gaines, Garrick, Horton, Jeffries, La Malfa, Maze, Silva, Tran and Walters) (Coauthor: Senator Ackerman) February 1, 2007
AB 250, as amended, DeVore.
Nonprobate transfers: revocable transfer upon death deeds.
(1) Existing law provides that a person may pass real property to a beneficiary at death by various methods, including by will, intestate succession, trust and titling the property in joint tenancy, among others. This bill would create the revocable transfer on death deed (revocable TOD deed), as defined, which would transfer real property on the death of its owner without a probate proceeding. The bill would
require that a person have testamentary capacity to make or revoke the deed and would require that the deed be in a statutory form provided for this purpose. The revocable TOD deed must be signed, dated and acknowledged as specified and recorded to be effective. The bill would provide, among other things, that the deed, during the owner’s life, does not affect his or her ownership rights and specifically, is part of the owner’s estate for the purpose of Medi-Cal eligibility and reimbursement. The bill would void a revocable TOD deed if, at the time of the owner’s death, the property is titled in joint tenancy or as community property with right of survivorship. The bill would establish priorities for creditor claims against the owner and the beneficiary of the deed in connection with the property transferred and limits on the liability of the beneficiary. The bill would establish a process for contesting the transfer of real property by a revocable TOD deed. The bill would also make conforming and technical changes. The bill would require the California Law Revision Commission to study and make recommendations regarding the revocable TOD deed to the Legislature by January 1, 2012.

(2) Existing law provides that a person who feloniously and intentionally kills a decedent is not entitled generally to property and interests that are transferred outside of probate, including real property transferred by a revocable TOD deed.

Existing law provides, in this context, that a spouse has liability for the debts of a deceased spouse if the decedent’s property is in the control of the surviving spouse. Existing law permits a court judgment to enforce liability in these instances only to the extent necessary to protect the heirs, devisees and creditors of the decedent. This bill would delete the reference to court judgment and provide instead that the personal representative of the estate is permitted to enforce liability only to the extent necessary to protect the heirs, devisees and creditors of the decedent.

CURRENT BILL STATUS
MEASURE: A.B. No. 250:
HOUSE LOCATION: SEN +

LAST AMENDED DATE: 06/28/2007
LAST HIST. ACT. DATE: 07/16/2007
LAST HIST. ACTION: (Corrected July 13.)

ASSEMBLY BILL No. 737
Introduced by Assembly Member Keene
February 22, 2007

An act relating to small claims court. Legislative Counsel’s Digest AB 737, as amended, Keene. Small claims court jurisdiction.

(1) Existing law specifies that the jurisdiction of the small claims court includes various actions in which the demand does not exceed $5,000, with specified exceptions. The jurisdiction also includes actions brought by a natural person, if the amount does not exceed $7,500, except as specified. This bill would extend the jurisdiction of the small claims court under the latter provision to include actions brought by a person, defined to include a corporation, as well as a natural person, if the amount does not exceed $7,500, except as specified.

(2) Existing law restricts a person from filing more than two (2) small claims actions in which the amount demanded exceeds $2,500, anywhere in the state in any calendar year. This bill would increase that amount to $5,000, delete an obsolete provision and make other conforming changes. This bill would require the Judicial Council to study the effect of the existing small claims jurisdictional limits on litigants and would-be litigants in California and to report all of
its findings to the Legislature on or before July 1, 2009. The bill would require the study to include specified considerations, including considerations relating to equal access to justice, claims brought by and jurisdictional limits applicable to entities other than natural persons and the dollar limit restricting the filing of more than two (2) small claims actions in a year. The bill would permit the Judicial Council to enter into a contract with a university, research or other appropriate organization to conduct the study.

CURRENT BILL STATUS
MEASURE: A.B. No. 737
AUTHOR(S): Keene. TOPIC: Small claims court jurisdiction.

ASSEMBLY BILL No. 1007

An act to amend Section 3020 of, and to add Section 3201.5 to, the Family Code, relating to Family Law.
Existing law authorizes the Family Law division of a Superior Court, subject to the availability of federal funding, to establish programs for supervised visitation and exchange services, specified education programs and group counseling for parents and children. This bill would require all parties in a Family Law proceeding involving Legal Separation or Marriage Dissolution in which minor children are involved to attend a 4-hour parent education program prior to Judgment for Separation or Dissolution, subject to court discretion and would require program costs to be borne by the participants. The bill would also make specified findings and declarations in that regard.

CURRENT BILL STATUS
MEASURE: A.B. No. 1007
AUTHOR(S): Maze. TOPIC: Family law: parent education programs.
HOUSE LOCATION: ASM TYPE OF BILL: LAST HIST. ACT. DATE: 04/10/2007 LAST HIST. ACTION: In committee: Hearing postponed by committee. COMM. LOCATION: ASM JUDICIARY TITLE: An act to amend Section 3020 of, and to add Section 3201.5 to, the Family Code, relating to Family Law.

Senate Bill No. 649 (note: this bill was chaptered)
CHAPTER 43

An act to amend Sections 6455, 12606, and 12606.2 of the Business and Professions Code [Approved by Governor July 12, 2007. Filed with Secretary of State July 12, 2007.]

The people of the State of California do enact as follows:

SECTION 1. Section 6455 of the Business and Professions Code is amended to read:

6455(a) Any consumer injured by a violation of this chapter may file a complaint and seek redress in Superior Court for injunctive relief, restitution and damages. Attorneys' fees shall be awarded in this action to the prevailing plaintiff.
(b) Any person who violates the provisions of Section 6451 or 6452 is guilty of an infraction for the first violation, which is punishable upon conviction by a fine of up to two thousand five hundred dollars ($2,500) as to each consumer with respect to whom a violation occurs and is guilty of a misdemeanor for the second and each subsequent violation, which is punishable upon conviction by a fine of up to two thousand five hundred dollars ($2,500) as to each consumer with respect to whom a violation occurs, imprisonment in a county jail for not more than one year or by both that fine and imprisonment. Any person convicted of a violation of this section shall be ordered by the court to pay restitution to the victim pursuant to Section 1202.4 of the Penal Code.

Connie Crockett
CALDA Legislative Chair