



COLLABORATIVE FAMILY LAW PROFESSIONALS OF SOUTH FLORIDA MEMBERSHIP APPLICATION

Criteria for Membership

Before making application for Membership it is important to understand the types of memberships available and the qualifications for each.

There are three classes of membership: “Member”, “Affiliate” and “Student Affiliate”.

- i) A “Member” shall have voting rights and be eligible to serve on the Board; and,
- ii) “Affiliate” and “Student Affiliate” are non-voting participants and may not be officers or serve on the Board.

A) Membership is open to Attorneys:

- i) who, at all times during membership, remain licensed to practice law in Florida and are in good standing with the State Bar of Florida; and
- ii) who adhere to the principles and guidelines of collaborative family law practice as prescribed by this organization; and
- iii) specifically, a Family Law attorney shall be termed a “Member” and, as a condition of membership, shall maintain membership in the Family Law Section of the Florida Bar or in the Family Law Section of a county bar in which he/she practices.
- iv) who practice in areas other than Family Law; an attorney whose practice specialty is other than Family Law shall be characterized as an “Affiliate”.

(B) Non-attorney professionals shall be characterized as either:

- i) “Member”, such as mental health professionals licensed and in good standing under the Professional Regulation Board 490 or 491, and financial professionals with a professional license or designation in good standing, such as a Certified Public Accountant in the State of Florida, or Certified Financial Planner™, or such other equivalent license or designation that requires a broad-based financial background and continuing education, and that is regulated by a governing body under a code of ethics; or,
- ii) “Affiliate”, such as appraisers, business valuers, actuaries, mediators, QDRO specialists or any other discipline approved by the Board.
- iii) Both Members and Affiliates shall at all times remain licensed (if required by his or her discipline) to practice his/her profession in Florida, and be in good standing with the appropriate State of Florida certification or licensing body; and
- iv) adhere to the principles and guidelines of collaborative family law practice as determined by this organization.

(C) Student Affiliate:

- i) shall be enrolled in a graduate program related to one of the three disciplines as a mental health professional, financial professional or family law attorney and shall adhere to the principles and guidelines of collaborative family law practice as determined by this organization; and
- ii) shall have completed a course in collaborative divorce as part of the graduate program, in one of the three disciplines as set forth above, if such course is offered as part of the graduate program; or
- iii) shall be enrolled in a relevant field of study beyond undergraduate, if that discipline does not have a graduate program;

(D) As a condition of membership:



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- i) All applicants for the “Member” class of membership shall complete and provide written proof of completion of a collaborative interdisciplinary training course (minimum 2 days), approved by the Board of Directors, within six months of approval of their application as a “Member”; and,
 - ii) All applicants for the “Affiliate” membership class shall complete and provide written proof of completion of a basic collaborative interdisciplinary training program (minimum 3 hours) approved by the Board, or shall provide proof of attendance at an IACP or Collaborative Family Law Council of Florida Conference, within six months of approval of their application as an “Affiliate”; and
 - iii) Prior to application for membership, all applicants for the “Student Affiliate” membership class shall have successfully completed a course in collaborative divorce as part of the graduate program in which the student is enrolled, or, attended a basic collaborative interdisciplinary training program (minimum 3 hours) approved by the Board, or attended an IACP or Collaborative Family Law Council of Florida Conference, and shall provide proof of completion with their application.
- (E) Anyone approved for the “Member” or “Affiliate” class of membership, pending proof of completion of the requisite training for their membership class, who does not provide written proof of completion within six months of their application approval date, shall not be included in the organization’s annual brochure or website until such proof is provided. If the deadline for printing the brochure has passed (see Section “J” below), the “Member” or “Affiliate” will be included in the next printing of the brochure, if they are still qualified for membership at that time. Their name will be included on the website upon receipt of proof of the requisite training.
- (F) Anyone approved for the “Member” or “Affiliate” class of membership, pending proof of completion of the requisite training for their class of membership, who does not provide written proof of completion within six months of their application approval date, shall lose their membership status as “Member” or “Affiliate” and shall be required to reapply for membership. The earliest they may reapply is one year after they have failed to provide proof of their requisite training. Additionally, they shall not be entitled to a refund of the application fee or annual dues paid with their initial application for membership.
- (G) Every Member, Affiliate, and Student Affiliate shall attend at least two general membership meetings during each calendar year, not including the holiday party, unless excused by the Board of Directors upon written request by the Member, Affiliate, or Student Affiliate.
- (H) Continuing membership is conditional upon compliance with all requirements of membership including ongoing continuing education, as determined by the Board, payment of dues to the organization and annual completion of a renewal application. In order to retain membership status as a Member, Affiliate, or Student Affiliate, all membership classes shall pay dues annually.
- (I) Annual dues for all membership classes shall be determined by the Board and shall be paid in full, regardless of the month in which an applicant applies for membership, unless the applicant pays and is approved after July 1st, in which case the entire amount shall be carried over and credited to the following year’s dues. Any Applicant for the “Member” class of membership, or “Member” who maintains their principal office outside of Broward County, and who is a fully paid member in good standing of another practice group shall receive a credit of \$50 against their annual dues to this organization.
- (J) To be included in the organization’s annual brochure, dues for every class of membership shall be paid by no later than September 30th. Anyone who fails to pay his/her dues by September 30th will not be included in the next printing of the brochure. Anyone who fails to pay by October 31st, his/her dues and the applicable late fee, as determined by the Board, shall lose their membership status as Member, Affiliate, or Student Affiliate and shall be required to reapply for membership.



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Please select type of Membership desired: Member Affiliate Student Affiliate

What is your Discipline: Attorney Mental Health Professional Financial Professional

Name of Current Member Sponsoring this Application: _____
(without a Sponsoring Member, your application will not be accepted)

Applicant Name: (First) _____ (Middle): _____ (Last) _____

Professional Designation(s): _____

Practice Specialty: _____

Company/Firm Affiliation: _____

Address: _____ Suite Number: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Ext: _____ Fax: _____ Cell: _____

Email: _____ Website: _____

License/Certification Numbers: _____

Are your licenses/certifications in good standing? Yes ____ No ____ If no, please explain below...

Are you a member of the Florida Bar? Yes ____ No ____ Section(s): _____

If you are applying as a Student Affiliate:

Where are you matriculating: _____

Describe your graduate program: _____

What is your estimated date of eligibility for licensure or certification: _____

I understand that to become and remain a member of the Collaborative Family Law Professionals of South Florida, I must satisfy the criteria for Membership cited above, including, but not limited to, attending at least two General Membership meetings each calendar year, not including the annual holiday party.

Continuing membership is conditional upon compliance with all requirements of membership as noted above, including ongoing continuing education, as determined by the Board, payment of dues to the organization and annual completion of a renewal application. Every membership classes shall pay dues annually in order to retain membership status as a Member, Affiliate, or Student Affiliate.

Training Requirements

Member: Collaborative interdisciplinary training course (minimum 2 days), approved by the Board of Directors completed. Training completed more than 12 months ago will not satisfy this requirement.

Affiliate: Basic collaborative interdisciplinary training program (minimum 3 hours) approved by the Board, or attended an IACP or Collaborative Family Law Council of Florida Conference in the last 12 months. Training completed more than 12 months ago will not satisfy this requirement.

Student Affiliate: Course in collaborative divorce as part of the graduate program in which the student is enrolled (please include course syllabus), or, attended a basic collaborative interdisciplinary training program (minimum 3 hours) approved by the Board, or attended an IACP or Collaborative Family Law Council of Florida Conference in the last 12 months. A training or course completed more than 12 months ago will not satisfy this requirement.



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Based on the type of membership for which I am applying, I have either attached written proof that I have completed the required training for my membership class, or, I have provided a statement below to indicate that I understand that written proof of training must be provided within 6 months of approval of my application:

(Student Affiliates, without Proof of Training, your application will be returned as incomplete.)

- Member:** I understand that proof of training must be provided within 6 months of my application's approval and **if I do not provide proof of training within 6 months, my membership shall be terminated, and I will forfeit the Application Fee and Annual Dues paid with this application. I also acknowledge that I am not eligible to be listed in the organization's annual brochure or website, to vote, or serve on the board until I have provided written proof of training.**
- Member:** Written proof of training is attached
- Affiliate:** I understand that proof of training must be provided within 6 months of my application's approval and **if I do not provide proof of training within 6 months, my membership shall be terminated, and I will forfeit the Application Fee and Annual Dues paid with this application. I also acknowledge that I am not eligible to be listed in the organization's annual brochure or website until I have provided written proof of training.**
- Affiliate:** Written proof of training is attached
- Student Affiliate:** Written proof of training is attached

A **Non-Refundable Application Fee**, as determined by the Board, shall be established for applicants to all classes of membership. The Current Non-Refundable Application Fee for each membership class is:

- Member:** \$100.00
- Affiliate:** \$100.00
- Student Affiliate:** No Fee

Annual Dues for all membership classes shall be determined by the Board and shall be paid in full regardless of the month in which an applicant applies for membership, unless the applicant pays and is approved after July 1st, in which case the entire amount shall be carried over and credited to the following year's dues. Any Applicant for the "Member" class of membership, or a "Member" who maintains their principal office outside of Broward County, and who is a fully paid member in good standing of another practice group shall receive a credit of \$50 against their annual dues to this organization. **(This \$50 discount does not apply to Affiliate or Student Affiliate memberships.)** The Current Annual Dues for each membership class is:

- Member:** \$270.00*
- Affiliate:** \$225.00
- Student Affiliate:** No Fee
- Discounted Member:** \$100.00 Name of other Practice Group: _____

*Includes Membership in Florida Academy of Collaborative Professionals, Inc.

Total Non-Refundable Application Fee and Annual Dues (this is the amount of check to enclose with your application):

- Member:** \$370.00
- Affiliate:** \$325.00
- Student Affiliate:** No Fee
- Discounted Member:** \$200.00

Please mail completed, signed, and dated application with proof of training, if applicable, and your check to cover the Total Non-Refundable Application Fee and Annual Dues, **payable to Collaborative Family Law Professionals of South Florida**, to the following address:

**Collaborative Family Law Professionals of South Florida
c/o Linda Wolonick,
8930 State Road 84 No. 316, Davie, FL 33324**

Questions? Please call: 954-370-0041.

Signed this _____ day of _____, 20____ **X** _____

Completion of this application and payment of the application fees does not guarantee membership.

For Office Use Only:

Date Application Received: _____ Amount of Check Received: \$ _____
 Sponsoring Member Named: Yes No Proof of Training Attached: Yes No
 Date Application Returned because it is incomplete: _____
 Date Sent to Board for Approval: _____ Vote: Approve ____ Abstain ____ Reject ____
 Date Application Approved: _____ Date Welcome Letter Sent: _____
 Date Application Rejected: _____ Date Rejection Letter Sent: _____
 Deadline for Providing Proof of Training: _____ Proof of Training Provided: _____ Added To Website: _____
 Added to Brochure: _____ Proof of Training Not Provided – Date Termination of Membership Letter sent: _____