

Dear Bar Association Member (Prospective Member):

Thank you for taking the time to register online and set up your website profile. These are general instructions you should read before you begin.

It is best to think of the online registration and profile setup as a three-step process, beginning first with Membership/Website Registration. Information provided during the Membership Registration process is for the ACBA only and not available to the public, so this is where you may provide a private email or phone number for ACBA purposes and communications. Directions for website registration are on included on this webpage as a pdf document entitled "ACBA Website Registration." Read this document carefully before starting as it is important to follow the steps in order to prevent any issues.

Step 2: After you are a Registered Member on the website, you can then log in to the website to create your online profile. Information submitted during this process is publicly available, so you will want to keep that in mind when providing emails and phone numbers for your profile. There are separate instructions for setting up your online profile, which are also included on this webpage as a pdf document entitled "ACBA Profile Set Up." Read these instructions carefully before starting as it is important to follow the steps in order to prevent any issues.

Step 3: After you have completed your online profile, you will need to complete and email to me (jpayne2009@gmail.com) a practice area form, so all of your practice areas can be designated for the website to enable visitors to locate you by practice area. This form is also included on this webpage.

Also, if you would like your 2014 bar association professional photo for your online profile picture, please request the same from me via email, and I can send that file to you. This photo can only be used for your ACBA online profile.

Sincerely,

John R. Payne
Website Master