

# THE VERDICT

NALS, Association of Legal Professionals, Nashville Chapter  
c/o Lewis, King, Krieg & Waldrop, P.C., 424 Church St., Suite 2500, Nashville, Tennessee 37219  
<http://www.nalsnashville.com>, [vhellmer@lewisking.com](mailto:vhellmer@lewisking.com), (615) 259-1354



## Message from the President



Get Hooked  
on NALS

Happy Fall Everyone! I am happy to inform you that we have so much going on in the upcoming months. It will be such a busy and exciting time for us.

First off, we have our Annual Bosses Luncheon coming up on October 18<sup>th</sup> at The Old Spaghetti Factory, with Channel 4's Sports Director, Rudy Kalis, as our guest speaker. We have also started selling our pecans again and you may now place your pre-orders. We have the TALS Fall Meeting coming up on November 6 in Brentwood. It is close, so we would love to have you in attendance. Fees are waived for first time attendees and it really is a lot of fun, plus a great learning experience.

Some of us will be leaving for Branson, Missouri, for the NALS 59<sup>th</sup> Annual Education Conference & National Forum, from October 21-24. We will be discussing the Region 4 2011 Conference location while we are in Branson. If you have time, please check out the information in this edition and let me know which location you would prefer; Mobile, Alabama, or Destin, Florida. I love going to the Region 4 Conferences as they are an opportunity to spend some time learning and having fun with a great bunch of legal professionals, while enjoying a wonderful vacation time.

We also have another interesting Lunch & Learn planned, which we hope you do not miss. Like I said, so many exciting things going on in our association. I really look forward to you all joining us.

I would like to wish good luck to the two women that completed the PLS exam in Nashville on Saturday, September 25. Elise Hill of Nashville and Lita Ferrell (TALS current President), of Knoxville. Great job ladies! I cannot wait to see your names added to the prestigious list of Tennessee PLS's.

One last thing, please remember to send in your NALS Ballots when you receive them. You will find the voting information on page 46.

Vickie Hellmer, PLS

**If you want to build a ship, don't drum up people together to collect wood and don't assign them tasks and work, but rather teach them to long for the sea.**

- Antoine de Saint-Exunery

## INSIDE THIS ISSUE

Draft Minutes from August Members' Meeting	5
Lunch & Learn Registration & Information	6-8
Annual Bosses' Luncheon Announcement	9-10
Pecan Sale Information	11
September Birthday Babies	28
Getting to Know Your NALS Members	29-30
Employment Opportunities	31-36
TALS and Region 4 Information	38-42
NALS Nominations and Association Information	46-54
The Verdict Advertisers	55-56

## NALS Code of Ethics and Mission Statement . . .

Members of NALS, Association of Legal Professionals are bound by the objectives of this Association and the standards of conduct required on the legal profession.

Every member shall:

- Encourage respect for the law and the administration of Justice;
- Observe rules governing privileged communications and confidential information;
- Promote and exemplify high standards of loyalty, cooperation, and courtesy;
- Perform all duties of the profession with integrity and competence; and
- Pursue a high order of professional attainment.

### Mission Statement

We are committed to deliver quality legal service through continued education and increased professionalism, promote and recognize a high standard for members through the certification program, and provide networking and personal growth opportunities for our members.

## NALS – Association of Legal Professionals, Nashville Chapter

### 2010-2011 Officers

<p><b><u>President:</u></b> Vickie Hellmer, PLS Lewis, King, Krieg &amp; Waldrop, P.C. Post Office Box 198615 Nashville, TN 37219 Phone (615) 259-1354 Fax: (615) 259-1389 vhellmer@lewisking.com</p>	<p><b><u>Parliamentarian:</u></b> Delone Anderson, PLS Robinson &amp; Robinson 2nd Floor, Court Square Building 300 James Robinson Parkway Nashville, TN 37201 Phone: (615) 259-2802 Fax: (615) 259-2804 <a href="mailto:Delone011@bellsouth.net">Delone011@bellsouth.net</a></p>
<p><b><u>President-Elect:</u></b> Donice Alford, PP, PLS Howard Tate Sowell Wilson Leathers &amp; Johnson 150 2nd Avenue North, Ste. 201 Nashville, TN 37201 Phone: (615) 256-1125 deapls@yahoo.com</p>	<p><b><u>Education Director:</u></b> Nanette M. Green, PLS Mitch Grissim &amp; Associates 325 Union Street Nashville, TN 37201 Phone: (615) 255-9999 Email: <a href="mailto:nanette@tnlaw.com">nanette@tnlaw.com</a></p> <p><b><u>Co-Chair:</u></b> Donice Alford, PP, PLS Howard Tate Sowell Wilson Leathers &amp; Johnson 150 2nd Avenue North, Ste. 201 Nashville, TN 37201 Phone: (615) 256-1125 deapls@yahoo.com</p>
<p><b><u>Secretary:</u></b> Karen S. Mattingly Bone McAllester Norton PLLC Nashville City Center 511 Union Street, Suite 1600 Nashville, Tennessee 37219 615.687.5789 (Direct Phone) 615.687.6995 (Direct Fax) kmattingly@bonelaw.com</p>	<p><b><u>Certification Director:</u></b> Tonya Bowman Craft &amp; Sheppard, P.L.C. 1604 Westgate Circle, Suite 1 Brentwood, TN 37027 Phone: (615) 309-1707 Fax: (615) 309-1717 <a href="mailto:tonyabowman@CraftSheppardlaw.com">tonyabowman@CraftSheppardlaw.com</a></p>
<p><b><u>Treasurer:</u></b> Tiffany RaShaun Burford Waller Lansden Dortch &amp; Davis, LLP 511 Union Street, Suite 2700 Nashville, TN 37219 Phone: (615) 850-8883 Fax: (615) 244-6804 <a href="mailto:tiffany.burford@wallerlaw.com">tiffany.burford@wallerlaw.com</a></p>	<p><b><u>Membership Director:</u></b> Tonya Bowman Craft &amp; Sheppard, P.L.C. 1604 Westgate Circle, Suite 1 Brentwood, TN 37027 Phone: (615) 309-1707 Fax: (615) 309-1717 <a href="mailto:tonyabowman@CraftSheppardlaw.com">tonyabowman@CraftSheppardlaw.com</a></p>

<p><b>Governor:</b> Linda Hulsey Burr &amp; Forman LLP 700 Two American Center 3102 West End Avenue Nashville, Tennessee 37203 Direct: (615) 724-3224 Main: (615) 724-3200 Fax: (615) 724-3324 lhulsey@burr.com</p>	<p><b>Marketing Director:</b> Rebecca Glenn Lewis, King, Krieg &amp; Waldrop, P.C. Post Office Box 198615 Nashville, TN 37219 Phone (615) 259-1362 Fax: (615) 259-1389 rglenn@lewisking.com</p>
<p><b>Past President:</b>  Tina L. Boone, PLS Waller Lansden Dortch &amp; Davis, LLP 511 Union Street, Suite 2700 Nashville, TN 37219 Phone: (615) 850-8166 Fax: (615) 244-6804 <a href="mailto:tina.boone@wallerlaw.com">tina.boone@wallerlaw.com</a></p>	

## NALS – Association of Legal Professionals, Nashville Chapter

### 2010-2011 Committee Chairpersons

Audit .....	ABS Financial Services	Dan Robinson, CPA
Award of Excellence.....	Donice Alford, PP, PLS	deapls@yahoo.com
Bosses Luncheon.....	Board of Directors	Board of Directors
Charitable Services .....	Melanie Oyharcabal	moyharcabal@lewisking.com
Court Observance .....	Betsy DeShano and Stephanie Faulkner, CCR, CRI, CPE	<a href="mailto:antbetsy3@aol.com">antbetsy3@aol.com</a> stephaniefaulkner@alphareporting.com
Employment .....	Tammy Morris	tmorris@gsm.com
History Book.....	Betsy DeShano	antbetsy3@aol.com
Journalist.....	Vickie Hellmer, PLS	vhellmer@lewisking.com
Nominating Committee.....	Jerrie Chilcote	<a href="mailto:jchilcote@sherrardroe.com">jchilcote@sherrardroe.com</a>
Past Presidents .....	Tina L. Boone, PLS	<a href="mailto:tina.boone@wallerlaw.com">tina.boone@wallerlaw.com</a>
Scholarship .....	Amelia Workman, PLS	<a href="mailto:amelia.workman@wallerlaw.com">amelia.workman@wallerlaw.com</a>
Sunshine .....	Ginger Reeves	greeves@nealharwell.com
Technology.....	Donice Alford Tiffany Burford	<a href="mailto:deapls@yahoo.com">deapls@yahoo.com</a> <a href="mailto:tiffany.burford@wallerlaw.com">tiffany.burford@wallerlaw.com</a>
Ways & Means .....	NALS Board Members	
Reservations .....	Nanette Green and Donice Alford	<a href="mailto:nanette@tnlaw.com">nanette@tnlaw.com</a> deapls@yahoo.com

## Employment Committee

Please remember to ask your office administrator to contact Tammy Morris ([tmorris@gprm.com](mailto:tmorris@gprm.com)) at Gullett, Sanford, Robinson & Martin if there is an employment opening at your firm. When opportunities are available, Tammy will send out an email notifying the membership of possible openings. Also, potential openings will be listed in The Verdict.

## Sunshine Committee

The NALS Sunshine Committee is responsible for sending cards, flowers, etc. to any member in a time of need. If you know of a member within the Nashville Chapter that is ill, gave birth or has experienced a loss, please email or call Ginger Reeves at [greeves@nealharwell.com](mailto:greeves@nealharwell.com) or (615) 244-1713 - Ext. 1163 to let her know so that the Nashville Chapter can send a card.

## Certification

Please contact Tonya Bowman for more information regarding out certification exams for ALS, PLS, and PP at Tonya Bowman, Craft & Sheppard, P.L.C., 1604 Westgate Circle, Suite 1, Brentwood, TN 37027, Phone: (615) 309-1707, Fax: (615) 309-1717, [tonyabowman@CraftSheppardlaw.com](mailto:tonyabowman@CraftSheppardlaw.com). Congratulations to Elise Hill and Lita Ferrell for taking their recent PLS exams!

## Bulletin Board

NALS offers this service to anyone that has items to sell or trade, looking to buy, and/or have any other services to offer. The Bulletin Board e-mail is sent out on a request ONLY basis by the person requesting that they be included in the mailing. If you wish to be included in the NALS Bulletin Board periodic listings and/or have anything you would like to list, please contact Vickie Hellmer, PLS, at [vhellmer@lewisking.com](mailto:vhellmer@lewisking.com).

## October Board Meeting

The monthly Board Meeting will be held on October 4, 2010, at noon at Lewis, King, Krieg & Waldrop, P.C., 424 Church St., Suite 2500. All members are welcome and encouraged to attend.

## October Member's Meeting

Our Annual NALS Bosses' Luncheon will be held in place of October's Member's Meeting on Monday, October 18, 2010, at The Old Spaghetti Factory, 160 2<sup>nd</sup> Ave. North, from 11:30 to 1:00 p.m. Please see announcement in this edition for more information.

**NALS – ASSOCIATION OF LEGAL PROFESSIONALS**  
**NASHVILLE CHAPTER**  
***DRAFT* MINUTES OF MONTHLY MEMBERSHIP MEETING**  
September 13, 2010

The monthly membership meeting of NALS - Association of Legal Professionals, Nashville Chapter ("NALS") was held on September 13, 2010, at the Nashville Bar Association.

President Vickie Hellmer, PLS, called the meeting to order at 12:13 p.m. and welcomed all members.

Nanette Green recited the Code of Ethics and the Mission Statement.  
The sign-in sheet served as roll call.

**Treasurer's Report:** The August 2010 Treasurer's Report was distributed. The motion to approve was made by Karen Mattingly and was seconded by Donice Alford, PP, PLS. The Treasurer's Report was approved by the Board, subject to audit.

**Announcements:** President Hellmer reminded the membership about the Branson conference, which will be held October 21-24, 2010. President Hellmer also discussed the certification and membership drive and legal profession night. Donice Alford, PP, PLS discussed the yearly Pecan Drive. It was decided we would have the Pecan Drive and moved forward with the discussion whether to only take orders or have both orders and extra pecans to sale at various functions. It was decided to take both orders and sell them at functions. Nanette Green graciously volunteered to be in charge of the Pecan Drive this year.

**Minutes.** Karen Mattingly, Secretary, distributed the minutes of the July and August meetings for review. Upon motion made by Donice Alford, PP, PLS and seconded by Tiffany Burford, the Minutes of the July and August meetings were approved.

There being no further business, the meeting was adjourned at 12:34 p.m. with guest speaker Tara Wilson, Special Counsel giving her presentation.

---

Karen Mattingly, Secretary

APPROVED:

---

Vickie A. Hellmer, PLS, President

NALS, Association of Legal Professionals, Nashville Chapter  
Monthly Lunch & Learn

**Presents: Gary S. Rubenstein**  
**“Landlord/Tenant Law”**

- Date:** October 13, 2010  
**Registration Deadline: Friday, October 8, 2010 @ 5 p.m.**
- Place:** Tennessee Bar Association  
221 Fourth Avenue North, Suite 400
- Time:** 12 Noon to 1 P.M.
- Speaker:** Gary S. Rubenstein, Esq.
- Topic:** “Landlord/Tenant Law”
- Lunch:**
- (1) Veggie Sandwich – Lettuce, tomato, pickle slices, cucumbers and cheese
  - (2) Southern Picnic: Chicken breast strips, homemade honey mustard dressing, homemade pimento cheese rolls, potato salad, deviled eggs, olives, pickle spear and homemade brownie
  - (3) Classic: Choice of sandwich – homemade chicken salad, tuna salad, pimento cheese salad, ham, turkey or veggie on wheat bread, chips, pickle spear and homemade brownie
- Option 3 comes with a can drink (coke products, reg. pepsi or bottled water)

**\*PLEASE ADVISE OF ANY DIETARY ISSUES / SPECIAL REQUESTS.\***

Lunch provided by Maggie’s in the Arcade

**\*Registration fees include the seminar and lunch and are payable whether or not the person(s) reserving are in attendance.\***

RSVP NO LATER THAN FRIDAY, OCTOBER 8, 2010 @ 5 P.M. By phone or e-mail to:

Donice Alford, PP, PLS  
Howard Tate Sowell Wilson Leathers & Johnson  
*Phone: 615-256-1125*  
*e-mail: deapls@yahoo.com*  
**Please make checks payable to NALS.**  
No outside food allowed.

Gary S. Rubenstein  
“Landlord/Tenant Law”

Practice Areas	Leases and Leasing; Landlord and Tenant Law; Insurance; Insurance Defense; Real Estate; Fidelity and Surety
University	Purdue University, B.A., 1973
Law School	Vanderbilt University, J.D., 1977
Admitted	1977, Tennessee and U.S. District Court, Middle District of Tennessee; 1982, U.S. Court of Appeals, Sixth Circuit
Memberships	Nashville, Tennessee and American Bar Associations.
Born	Cambridge, Massachusetts, October 12, 1952
Biography	President, Vanderbilt Law School, 1976-1977.
ISLN	901957076





*Announcing*



# *Basses Day Luncheon*

***Make your plans NOW!***

*Where: Old Spaghetti Factory  
160 2<sup>nd</sup> Avenue North*

*Date: Monday, October 18, 2010*

*Time: 11:30 - 1:00 p.m.*

*Cost: \$15.00 per person*

***Featured Speaker: Channel 4 News  
Sports Director, Rudy Kalis***

*Menu:*

*Choice of Fettuccine Alfredo*

*Baked Lasagna*

*Chicken Marsala*

*With salad, bread, drink, and pumoni ice cream*

*Reservation deadline is 10/14/10 and should be addressed to:*

*[Nanette@tnlaw.com](mailto:Nanette@tnlaw.com)*



## NALS ANNUAL BOSSES DAY LUNCHEON

Please join us with Channel 4 News Sports Director,  
Rudy Kalis.



### RUDY KALIS - BIOGRAPHY

During his long and exciting career as one of the nation's premiere sports newscasters, Rudy has crossed paths with some of the greatest names in sports history such as Muhammad Ali, Michael Jordan, Jack Nicklaus, Wayne Gretzky, Wilma Rudolph, and Darrell Waltrip.

A testament to his success can be seen in the fact that he has won four regional Emmys for outstanding broadcasting and commentary. He has also won a national Iris award for a locally produced documentary.



In 2005 he was honored by the National Academy of Television Arts and Sciences with the prestigious Silver Circle Award presented for outstanding achievement in the field of broadcasting over 25 years. Rudy has also garnered 15 Associated Press awards for the outstanding sportscast in the state of Tennessee and he has been voted the best sportscaster in Nashville 13 times by the readers of the *Nashville Scene* newspaper. He truly has become a sports icon and legend and much of what he speaks about covers how success can be had by anyone willing to believe and work hard for what they want to achieve in life.

But Rudy had humble beginnings, and he sailed into New York harbor with his mother, father, and sister as immigrants from Germany when he was only 5 years old--unable to speak a word of English. With all of their earthly possessions crammed into one small wooden trunk, they were each issued 14 dollars and a train ticket that eventually led to Milwaukee, Wisconsin where he lived for the next 20 years.

In 1970, after serving his country with four years in the United State Air Force, he returned to Milwaukee and attended the University of Wisconsin-Milwaukee, earning a degree in mass communications.

In 1973 he was hired as a news and sports reporter at WFRV-TV in Green Bay, but in 1974 he was offered a job as a sports reporter and anchor at [WSMV-TV in Nashville](#), Tennessee where he has worked ever since--a rarity in the highly competitive television broadcasting industry.

The key to his longevity and success lies in the fact that he has always been able to relate the drive to succeed in sports to the same passion to succeed in life. In order to appreciate that even more, he's made a point of getting involved personally from skydiving, to driving race cars, to flying in an F-16 fighter jet. He is truly a man with passion for life, for work and for family.

Rudy and his wife Leigh have two adult daughters, Leah and Jennifer. When he's not working, Rudy enjoys playing basketball, golf, and working outdoors. He is on the board of directors of the Jason Foundation to help prevent youth suicide, also the organization Character Counts, and he is a frequent speaker for the Fellowship of Christian Athletes.



*Get Your Pecans!*  
*Get Your Pecans!*



*Pecan Sales*  
*Pecan Sales*

*On sale NOW, until October 29<sup>th</sup>!*

*\$8.00 per lb. bag*

*Make plans NOW for your holiday gift-giving*

*And baking needs!*

*For details or questions,  
Contact any board member or  
[nanette@tnlaw.com](mailto:nanette@tnlaw.com)*



## **LUNCH WITH THE MAYOR**



*Mayor Karl Dean at the September 8, 2010, NALS Lunch & Learn at the TBA*



Co-Education Chair, Donice Alford, PP, PLS, presenting the Mayor with his Certificate of Appreciation



NALS President, Vickie Hellmer, PLS with the Mayor Dean

## Tennessee Law Update on Service of Process of a Complaint:

*Hall ex rel. Hall v. Haynes*, No. W2007-02611-SC-R11-CV, 2010 Tenn. LEXIS 684 (Tenn. Aug. 26, 2010).

---

Recently, the Tennessee Supreme Court overruled former Tennessee law regarding the issuance of service of process and held that an individual's "authority to sign for and receive certified mail does not, on its own, confer the authority to accept service of process." *Hall*, at \*1-2. Additionally, the court reiterated the state of Tennessee law on personal service of process.

### I. Facts and Procedure

The Halls filed a medical malpractice claim against Douglas B. Haynes, Jr., M.D. ("Dr. Haynes") and MedSouth Healthcare, P.C. ("MedSouth") (collectively "Defendants") in Dyer County Circuit Court on August 5, 2005. *Id.* at \*2. The constable in charge of personally delivering summonses to the Defendants entered MedSouth's clinic, where Dr. Haynes was also employed. *Id.* The constable had one customer service employee sign the summons addressed to Dr. Haynes and another customer service employee sign the summons addressed to MedSouth. *Id.* at \*3-4. Finding that neither of the customer service employees had express or implied authority to accept service of process on behalf of the Defendants, the Tennessee Supreme Court determined that this constituted insufficient service of process.<sup>1</sup> *Id.* at \*21-22, 30.

On August 25, the Halls filed an amended complaint and attempted to serve the Defendants by certified mail, return receipt requested. *Id.* at \*5. Although addressed to "Douglas B. Haynes, Jr., M.D." and "MedSouth Healthcare, P.C., Registered Agent: Stevens Melton, M.D.," the postal carrier permitted an accounts payable clerk to sign the return receipts and receive both sets of process documents. *Id.* at \*5-6. The accounts payable clerk delivered the mail to the office mailbox for Dr. Haynes and Dr. Melton, where the mail was to be retrieved by the respective doctor or his nurse. *Id.* at \*6. Actual notice was not contested in this case; however, Defendants asserted in their answer "the defense of improper service and insufficiency of process." *Id.* at \*9-10.

Although the Defendants alleged insufficient service of process in their answer, they "did not file a motion to dismiss, and Plaintiff did not attempt new service." *Id.* at \*10. However, after allowing the one-year statute of limitations to run, Defendants filed a motion for summary judgment on the issue of insufficient service of process. *Id.* at \*10-11. The trial court denied Defendants' motion in accordance with *Boles v. Tennessee Farmers Mut. Ins. Co.*, No. M1999-00727-COA-R3-CV, 2000

---

<sup>1</sup> Note that the Tennessee Supreme Court's finding of insufficient process regarding MedSouth was also due to the fact that the customer service employee was found not to be a "subagent of the registered agent." *Id.* at \*30.

Tenn. App. LEXIS 489 (Tenn. Ct. App. July 27, 2000). *Id.* at \*11. On interlocutory appeal, the Court of Appeals reversed on this issue, reasoning that “*Boles* was erroneous ‘to the extent that [it] may be read as holding that the ability to sign for certified mail, in and of itself, equates to authority to receive service of process.” *Id.* at \*11-12 (citing the *Hall ex rel. Hall v. Haynes*, No. W2007-02611-COA-R9-CV, 2009 WL 782761, at \*8, 15 (Tenn. Ct. App. Mar. 26, 2009)).

Ultimately, the Tennessee Supreme Court accepted the case on an Appeal by Permission pursuant to Tenn. R. App. P. 11. *Id.* at \*1. The issues before the court were whether service was properly issued and whether Defendants waived the right to assert this defense by their delay in filing a motion for summary judgment.

## II. Personal Service of Process

### A. Rules of Civil Procedure

Tenn. R. Civ. P. 4.04(1), governing personal service of process on individuals, states as follows:

(1) Upon an individual other than an unmarried infant or an incompetent person, by delivering a copy of the summons and of the complaint to the individual personally, or if he or she evades or attempts to evade service, by leaving copies thereof at the individual’s dwelling house or usual place of abode with some person of suitable age and discretion then residing therein, whose name shall appear on the proof of service, or by delivering the copies to an *agent authorized by appointment or by law* to receive service on behalf of the individual served.

*Id.* at \*15 (emphasis added).

Similarly, Tenn. R. Civ. P. 4.04(4), governing personal service of process on corporate defendants, states as follows:

(4) Upon a domestic corporation, or a foreign corporation doing business in this state, by delivering a copy of the summons and of the complaint to an officer or managing agent thereof, or to the chief agent in the county wherein the action is brought, or by delivering the copies to any other *agent authorized by appointment or by law* to receive service on behalf of the corporation.

*Id.* at \*22 (emphasis added).

## B. Application

In *Hall*, the original complaint was served by personal service; however, personal service was made upon customer service employees rather than Dr. Haynes, the individual Defendant, or Dr. Melton, the corporate Defendant's registered agent for service of process. Nevertheless, actual notice was received by both the individual and corporate defendants. *Id.* at \*9. With regard to the issue of whether personal service was properly issued, the Tennessee Supreme Court made clear that "actual notice does not excuse the failure to serve process in compliance with our Rules of Civil Procedure." *Id.* at \*23 (citation omitted). Accordingly, it is important to note the Tennessee Supreme Court's clarification of proper service of process as set forth in *Hall*.

### i. *1<sup>st</sup>/Best Option: Serve the Defendant, Personally*

In *Hall*, the Tennessee Supreme Court reiterated the law in Tennessee that, when possible, personal service of a complaint should be made upon a defendant personally. *Id.* at \*15. For corporate defendants, that would include an "officer or managing agent" of the corporation or the "chief agent in the county wherein the action is brought." *Id.* at \*23.

### ii. *2<sup>nd</sup> Option: Serve an Agent Expressly Authorized to Receive Process*

Personal service may also be made upon an "agent authorized by appointment or by law to receive service on behalf of the individual [or corporation]." Tenn. R. Civ. P. 4.04(1), (4). For example, a "corporate defendant's registered agent may authorize a subagent to assist in performing the registered agent's duties, including the acceptance of service of process." *Hall*, 2010 Tenn. LEXIS at \*24.

An agent may be expressly authorized to receive service of process by oral or written communication. *Id.* at \*18. However, in *Hall*, the Court makes clear that "[i]n the workplace context, service is not effective when another employee whom the individual defendant has not appointed as an agent for service of process nonetheless accepts process on the defendant's behalf." *Id.* at \*16.

### iii. *3<sup>rd</sup> Option: Serve an Agent Impliedly Authorized to Receive Process*

An agent may be impliedly authorized to receive service and such agency may be "circumstantially established through conduct or a course of dealing between the principal and agent." *Id.* at \*19. However, there is no set method for determining who is an impliedly authorized agent. Accordingly, the analysis is highly fact determinative. The Tennessee Supreme Court clearly stated that "[a]cting as the defendant's agent for some other purpose does not make the person an agent for

receiving service of process. Nor is the mere fact of acceptance of process sufficient to establish agency by appointment." *Id.* (citation omitted).<sup>2</sup>

Although the Tennessee Supreme Court does not clearly define who will be considered an impliedly authorized agent for purposes of receiving service of process pursuant to Tenn. R. Civ. P. 4.04, the Court's discussion suggests that the following factors may be helpful in supporting a finding of implied agency for purposes of receiving service of process:

- A. The "defendant evaded or resisted service," *See id.* at \*20;
- B. The defendant knew the person who accepted service, *See id.* at \*21;
- C. The person who accepted service knew what he/she was signing/accepting, *See id.*;
- D. The person who accepted service represented to the process server that he/she had the authority to accept service on the defendant's behalf, *See id.* at \*25;
- E. The person who accepted service represented that he/she had accepted service for the defendant many times before, *See id.*;
- F. The person who accepted service represented to the process server that he/she would transmit process to the defendant or registered agent, *See id.*;
- G. For corporate defendants, the person who accepted service was "so integrated with the organization that [s]he will know what to do with the papers," *See id.* at \*26;
- H. For a corporate defendant, when process was served, no one else was available, *See id.* at \*28; and
- I. For a corporate defendant, the person who accepted service was in charge of the office, *See id.* at \*29 (noting a court opinion where a secretary was determined to be "in practical effect, if not formal title, an assistant manager of [the defendant's] New York agency, and not a mere clerical employee.").

Although these factors may be used to support an argument that implied agency existed, none of these factors are determinative. Therefore, it remains uncertain whether a court would find authorization by implied agency despite the existence of a number of the aforementioned factors.

### III. Service of Process by Certified Mail

#### A. Rules of Civil Procedure

Tenn. R. Civ. P. 4.04(10), governing service of process by mail, states as follows:

Service by mail of a summons and complaint upon a defendant may be made by the plaintiff, the plaintiff's attorney or by any person authorized by statute. After the complaint is filed, the clerk shall,

---

<sup>2</sup> In line with this reasoning, the Court stated that although one of the customer service employees "signed for subpoenas for medical records requests as part of her job duties, the law is clear that acting as a corporation's agent for some other purpose does not automatically make a person the corporation's agent for accepting service of process." *Id.* at \*27.

upon request, furnish the original summons, a certified copy thereof and a copy of the filed complaint to the plaintiff, the plaintiff's attorney or other authorized person for service by mail. Such person shall send, postage prepaid, a certified copy of the summons and a copy of the complaint by registered return receipt or certified return receipt mail to the defendant. If the defendant to be served is an individual or entity covered by [a subparagraph of Rule 4], the return receipt mail shall be addressed to an individual specified in the applicable subparagraph. The original summons shall be used for return of service of process pursuant to Rule 4.03(2).

*Id.* at \*30-31.

Additionally, Tenn. R. Civ. P. 4.03(2) states that:

When process is served by mail, the original summons, endorsed as below; an affidavit of the person making service setting forth the person's compliance with the requirements of this rule; and, the return receipt shall be sent to and filed by the clerk. The person making service shall endorse over his or her signature on the original summons the date of mailing a certified copy of the summons and a copy of the complaint to the defendant and the date of receipt of the return receipt from the defendant. *If the return receipt is signed by the defendant, or by a person designated by [Rule 4.04](#) or by statute, service on the defendant shall be complete.* If not, service by mail may be attempted again or other methods authorized by these rules or by statute may be used.

*Id.* at \*31-32 (emphasis added in the Tennessee Supreme Court's opinion).

#### B. Application

In *Hall*, the amended complaint was served by certified mail, return receipt requested; however, an accounts payable clerk signed for the certified mail rather than Dr. Haynes, the individual Defendant, or Dr. Melton, the corporate Defendant's registered agent for service of process. Although actual notice was received by both the individual and corporate defendants, *Id.* at \*9, the Tennessee Supreme Court explained that "actual notice does not excuse the failure to serve process in compliance with [the Tennessee] Rules of Civil Procedure." *Id.* at \*23 (citation omitted). Accordingly, the court held that service was improper and explained how proper service could have been affected.

##### i. *1<sup>st</sup>/Best Option: Only Allow Defendant to Sign Return Receipt*

The Court explained that, "[b]ased on Rule 4.03's explicit restriction of whom may sign the return receipt, [o]rdinarily, . . . when the person to be served is an individual, the rule seems to require that the return receipt be signed by the defendant and no one else." *Id.* at \*32. Similarly, for corporate defendants, a

plaintiff's best option would be to "restrict delivery to any of the individuals designated in Rule 4.04(4)." *Id.* at \*52.<sup>3</sup>

ii. *2<sup>nd</sup> Option: Allow an Authorized Agent to Sign Return Receipt*

However, service may also be affected by having the return receipt signed "by a person designated by Rule 4.04," Tenn. R. Civ. P. 4.03(2), such as an "agent authorized by appointment or by law to receive service on behalf of the [defendant]." Tenn. R. Civ. P. 4.04(1), (4).

In the former Tennessee case of *Boles*, one Tennessee Court of Appeals decided a case in which "[p]laintiffs attempted service [upon defendants] by certified mail, and a secretary in the [defendant] insurer's Manchester claims office signed return receipts for both the insurance company and the claims investigator." *Id.* at \*37. The Court of Appeals confronted this issue of first impression and "held that the secretary was authorized to receive service of process on behalf of both defendants." *Id.* In support of its decision, the Court of Appeals cited cases from other jurisdictions which concluded that "an employee authorized to sign for and receive a defendant's certified mail was likewise an authorized agent to accept service of process on that defendant's behalf." *Id.* at \*37-38.

In *Hall*, the Court of Appeals declined to follow *Boles*, explaining that while "Rule 4.04(10) is intended to provide plaintiffs with an alternate *means* of effectuating service, . . . [it] is not intended to expand the *class of persons* who are authorized to accept service of process under 4.04(1) and 4.04(4)." *Id.* at \*39 (citing *Hall ex rel. Hall v. Haynes*, No. W2007-02611-COA-R9-CV, 2009 WL 782761, at \*13 (Tenn. Ct. App. Mar. 26, 2009)). The Court of Appeals explained that the "[a]uthority to sign for certified mail may be a factor" in determining whether the person who accepted service had the authority to accept service. *Id.* However, "that fact in and of itself is not sufficient to support a finding of implied authority." *Id.*

Ultimately in *Hall*, the Tennessee Supreme Court overruled *Boles* and held "that a person with the authority to sign for and receive certified mail does not, without more, qualify as an agent authorized by appointment to receive service of process on behalf of an individual defendant," *Id.* at \*43, or "corporate defendant." *Id.* at \*51-52. The Court went on to explain as follows:

This holding in no way precludes a plaintiff who wishes to serve a defendant by mail from doing so. When sending the summons and complaint via certified or registered mail, the plaintiff may avoid the predicament in this case by restricting delivery to a specific person.<sup>4</sup> *See Stonewall Ins. Co. v. Horak*, 325 N.W.2d 134, 136 (Minn. 1982) ("prudence would seem to dictate that restricted certified mail,

---

<sup>3</sup> "See *Stonewall Ins. Co. v. Horak*, 325 N.W.2d 134, 136 (Minn. 1982) ("prudence would seem to dictate that restricted certified mail, which includes an endorsement on the envelope to 'deliver to addressee only,' be used")." *Id.* at \*44.

<sup>4</sup> The Tennessee Supreme Court noted that, for corporate defendants, "[a] plaintiff may restrict delivery to any of the individuals designated in Rule 4.04(4)." *Id.* at \*52.

which includes an endorsement on the envelope to 'deliver to addressee only,' be used"). Also, the plaintiff is not limited to one bite at the apple. If delivery by certified mail fails in the first instance, Rule 4.03(2) expressly states that "service by mail may be attempted again or other methods authorized by these rules or by statute may be used."

*Id.* at \*43-44.

#### IV. Waiver of the Right to Assert the Defense of Insufficient Service of Process

The Halls unsuccessfully argued that the Defendants waived their right to assert the defense of insufficient service of process by participating in the litigation and failing to file a motion for summary judgment on the issue until after the statute of limitations had run. *Id.* at \*53, 55. The court found that the Halls' argument failed primarily because the objection was raised for the first time on appeal to the Tennessee Supreme Court. *Id.* at \*53. However, the court went on to explain that, had the Halls timely raised this issue, their claim would still fail since the Defendants "adequately raised insufficiency of process as an affirmative defense in their answer" and, as such, "did not waive the defense by their continued participation in the lawsuit." *Id.* at \*54.

#### V. Conclusion

In *Hall*, the Tennessee Supreme Court held that Defendants did not receive proper service of process. Accordingly, the case was remanded for entry of summary judgment in favor of Defendants.

This case reiterates that plaintiffs have the responsibility of ensuring that defendants receive proper service in compliance with the Tennessee Rules of Civil Procedure. Accordingly, a plaintiff choosing personal service of a complaint should ensure that the individual receiving process is the actual defendant or that the person accepting process is an "agent authorized by appointment or by law" in accordance with Tenn. R. Civ. P. 4.04(1). Similarly, a plaintiff choosing personal service of a complaint should ensure that corporate defendants receive process through their "officer or managing agent," "the chief agent in the county wherein the action is brought," or an "agent authorized by appointment or by law" in accordance with Tenn. R. Civ. P. 4.04(4). A plaintiff choosing service of a complaint by certified mail, return receipt requested, should use restricted certified mail and include an endorsement on the envelope stating "deliver to addressee only."

If defendants do not receive proper service of the complaint, they may assert in their answer the affirmative defense of improper service and insufficiency of process. At that time, plaintiffs have the opportunity to cure the improper service. However, if plaintiffs fail to cure improper service, defendants do not waive their defense by continuing to litigate the case. Accordingly, defendants are permitted to wait until the applicable statute of limitations has run before moving for summary judgment on the issue of insufficient service of process.

## Thank You! Gracias! Merci beaucoup! Danke ! Extremely Successful NBA/YLD/NALS Toiletries Drive

In whatever language, we wanted to take a moment to thank each and everyone of you for your overwhelming generosity in donating toiletries that will help benefit the Nashville Rescue Mission. We had an amazing drive this year and many new firms joined in and participated. This year rendered 29 boxes of toiletries that we delivered to George Blackburn at the Nashville Rescue Mission on Monday, September 27. Joel Eckert with Bradley Arant Boult Cummings LLP and Mike Gardner with Waller Lansden Dortch & Davis did a great job in coordinating things this year for the NBA/YLD. Green Fleet ([www.greenfleetmessengers.com](http://www.greenfleetmessengers.com)) did an outstanding job in collecting the toiletries from the many different firms. The wonderful thing about Green Fleet is that they are mainly a bicycle messenger firm here in Nashville and about 80% of their deliveries are done by bicycle messengers, the other deliveries are done using hybrid vehicles. Austin Bauman introduced Green Fleet to Nashville in January 2009 and they have gained a great reputation in the Nashville Community. Joel Eckert said that they are one of their best messenger services that they have used over the past years.

Here's to beginning to collect the toiletries from your vacation trips throughout the upcoming months and be ready for 2011's NBA/YLD/NALS Toiletry Drive.

Thanks!!  
Tina Boone, PLS



Give2TheTroops'®  
OFFICIAL LIST  
of the Most Popular  
ITEMS REQUESTED BY OUR TROOPS

Please contact your [Nearest Branch](#)  
to coordinate donations drives, drop-off dates or other shipping arrangements. LARGE  
shipments or pallets of items need to be scheduled ahead of time & sent only to our NORTH  
CAROLINA or CONNECTICUT BRANCHES.

This list is designed specifically for troops registered with our organization and may not  
be copied or distributed without our permission



[Click Here for a printable version of this list](#)

Due to our Policies and Regulations, we CANNOT ACCEPT these items:

HOME-BAKED FOOD  
GLASS BOTTLES or GLASS JARS  
AEROSOL CANS or SPRAYS  
EXPIRED FOOD  
CANNED FOOD  
LIGHTERS, MATCHES or LIGHTER FLUID  
HOTEL SAMPLES  
VHS TAPES or CASSETTE TAPES  
CONTRABAND ITEMS (live plants, tobacco, knives, nudity, etc.)  
HARD-COVER BOOKS & MUSIC CDS\* (*\*CDs accepted only at our North Carolina Branch*)

[ShippingInstructions.htm](#) [Click here for Shipping Instructions](#)

For security and sanitary reasons, please leave all items in their original packages.  
When purchasing items, please choose the latest expiration date possible.

Thank you for your cooperation and support!

\* Items in PURPLE are the MOST NEEDED & REQUESTED \*

FOOD (SNACKS) & ENTERTAINMENT ITEMS ARE ALWAYS THE #1 REQUEST!

FOOD, SNACKS AND DRINKS:

- BEEF JERKY / SLIM JIMS

- COFFEE (Ground or whole; instant or drip. Ground is preferred)
- POWDER DRINK MIX (Gatorade, Kool-Aid, Crystal Light)
- SUNFLOWER SEEDS & PUMPKIN SEEDS
- TUNA & CHICKEN SALAD (in foil pouches, or ready-to-eat kits (no cans)
- PROTEIN POWDER & PROTEIN BARS
- CHOCOLATE PRODUCTS accepted from OCTOBER through April (it will melt in high temperatures!)
- Hot Chocolate packets, Herbal teas
- Hard Pretzels / Cheetos / Fritos / Chex Mix / Wheat Thins / Ritz
- Gum / Hard Candy (must be individually wrapped in large bags)
- Granola Bars / Power Bars / Cereal Bars / Cliff Bars
- Fig Newtons, Oreos, Cheese & Crackers - Small Packs
- Trail Mix, Dried Fruit, Granola, Fruit Roll-Ups / Fruit By The Foot / Fruit Gummies
- DRY SOUP: (Ramen Noodles / Cup-O-Soup: just add water)
- NUTS: Peanuts, Mixed Nuts (salted preferred)
- MICROWAVE FOOD (Popcorn, Chef-Boy-R-Dee, Mac'n'Cheese...)
- COOKIES / Girl Scout Cookies (with chocolate: Oct. - Feb. only!)
- Rice Krispie Treats (Store-bought only)
- Little Debbie® & Hostess® cake products
- Oatmeal Packs (Instant: just add water)
- Cereal (Small, individual boxes)
- Condiments, Spices; Sugar; Salad Dressing (no glass jars)
- Caffeinated gum or candy (to stay alert)

**TOILETRIES: NO HOTEL SAMPLES!**

(Note: Some troops have allergies & need Brand Name toiletries which list all ingredients. The military issues toiletries to our troops, however troops often miss their favorite brand of shampoo or soap. Our goal is to send troops reminders of home & items they miss ... not free samples.)

- BABY WIPES (travel size)
- HAND SANITIZER (travel size)
- Body Wash, Liquid Soap, Facial Cleanser
- Shampoo /Conditioner (travel size)
- Hair Gel (for female troops to pull hair back)
- Combs / Brushes / Bobby Pins (in original packaging,

please)

- Deodorant (travel size)
- Razors (disposable or "Intuition" or "Mach 3" types)
- Shaving Cream in Tubes / Shaving Soap (*No CANS of Shaving Cream, please!*)
- Lip balm / Chap Stick / Carmex / Blistex
- Baby Powder & Foot Powder (travel size)
- Tissues (individual packs; travel size only)
- Hand & Body Lotion / Moisturizer (travel size)
- Sunblock, SPF 45, Zinc, Vitamin E, Aloe Vera Gel
- Bug Spray / DEET / Skin-So-Soft
- Mouthwash (travel size)
- Toothpaste & Toothbrushes & Dental Floss
- Breath Mints / Breath Strips
- Lozenges / Cough Drops
- Loufa Sponges / Buff Puffs / Washcloths
- Nail files / Emery Boards / Nail Clippers
- Feminine Hygiene Products
- Cotton Swabs (i.e. Q-tips) - also used to clean guns!
- Cotton Balls
- Band-aids, Gauze Pads, First Aid Kits / Ace bandages, Icy Hot or Bengay cream
- Moleskin
- Shoe Insole Cushions (gel kind is best)
- Tylenol, Motrin, Advil or Aspirin Packets
- Eye Drops (i.e. Visine)
- Nasal Spray
- Vitamins (multi-vitamins are always needed!)

#### ENTERTAINMENT AND SPORTS:


- **BATTERIES:** (AA, AAA, C & 9 Volt are the most requested)
- **DVD Movies** (new or used - recent releases only, please!)
- **Xbox Games, PSP, PS2 & PS3 Games** (new or used)
- iTunes® Gift Cards
- 35 mm disposable cameras
- Computer Flash Drives & Thumb Drives
- Portable CD players / head phones
- Electronic handheld games
- Small homemade gifts - *reminders & comforts of "home"*
- Small photographs or posters of scenery for their tents & walls
- Pens & mechanical pencils, small note pads
- Stationery & Envelopes; blank cards to send home
- Double-sided tape, small crafts kits, scrap-booking

items

- Day planners / Calendars / Small, Pocket Calendars
- Game Books: (Crossword Puzzles / Word Search Books / Math Puzzle books / MAD LIBS / Logic Problems / Sudoku)
- Yo-Yo's, Dominoes, Playing Cards (new), Poker Chips & Mats, Dice
- Board games (UNO, Othello, Checkers - travel size is great, too!)
- Dart Boards (regular or magnetic - any size)
- Nerf Footballs / Whiffle bats, balls & Mitts / Sports equipment
- Frisbees / Hackey sacks
- Music CDs, Magazines & Books (Accepted ONLY at our NORTH CAROLINA BRANCH)

**OTHER:**

- LINENS: Pillow cases, twin sheets, towels (green & tan)
- T-SHIRTS: Cotton green & tan under shirts - new (Sizes: M, L & XL)  
[Note: The DOD banned "Under-Armor" shirts due to its material being potentially flammable & bad reactions to open wounds.]
- LAUNDRY DETERGENT & FABRIC SOFTENER SHEETS: ([Click HERE](#) for types)
- FLASHLIGHTS - SMALL (battery operated. Surefire Brand preferred)
- AIR FRESHENERS (standalone-not plug-in. Car types are also good)
- SOCKS: Black, Olive Green & White (cotton or wool)
- PHONE CARDS - Pre-Paid ([Click HERE](#) for Where to Buy and What Types of Phone Cards to Buy from Third-Party Vendors)
- Gift Cards to send home to loved ones (for Restaurants, Supermarkets)
- Small toys (Beanie babies) & school supplies for Iraqi & Afghan children
- Patriotic knick-knacks, USA flags, flags from your state, bandanas, baseball hats, football jerseys, banners to tack on their walls or tents.
- Black or Green duct tape, small tool kits, dust masks, carpentry tools, Fly swatters, fly paper, mosquito netting, bug repellent in plastic pump bottles only (NO AEROSOL CANS, PLEASE!)
- Paint brushes, adhesive wall hooks
- Gun cleaning supplies (lube) such as *Militec-1* & *CLP*
- Generic sunglasses (Ballistic, black only. No "mirror"

- types)
- Alarm Clocks (Small in size; wind-up or battery-operated)
  - Small, portable heaters & fans (110 voltage okay)
  - Fleece Blankets (*Yes, it gets very cold in the winter over there!!*)
  - Disposable Hand warmers and Foot warmers (in the wintertime)
  - Winter Hats (*Yes, it snows in the winter over there! Hand knitted hats in black, tan or green are always welcome!*)
  - Water Bottles, Travel Mugs & Thermoses with Lids, (for Coffee, Tea & Soup)
  - Coffee Makers & Filters (110 voltage okay)
  - Coffee Bean Grinders - small (electric or battery-operated)
  - Microwave Ovens (55 pounds max; 110 voltage okay)
  - Hot Pots - Small
  - Elixir & Water Purification Tablets for Camelbaks
  - Combat Application Tourniquets (black only)
  - Religious booklets, small bibles, inspirational readings
  - Holiday and Seasonal Decorations - see our [PROGRAMS PAGE](#) for details
  - K-9 items:  Dog treats, toys, shampoo, flea collars, etc. (Note: [CLICK HERE](#) to see our restrictions and guidelines if you wish to donate items to the dogs. Thank you.)
  - **CARDS & LETTERS:** The troops love to hear from all of us and Mail brightens their days! These are the **MOST IMPORTANT** items we can send the troops & we can never have too many, so please keep writing! consider making a patriotic banner or poster to send inside one of our care packages!

Note: Our troops do not need stamps as they're in war zones & may send mail home to their loved ones at no charge, but our branches can always use stamps to send correspondence.

<http://give2thetroops.bravejournal.com/http://give2thetroops.bravejournal.com/>

**Visit our Forum  
to Read & Post Messages!**

## Charitable Services

We will be collecting donations for YWCA’s “The Weaver Domestic Violence Shelter.” It is 90-day program, and the largest domestic shelter in Tennessee with 51 beds for women and children. They also have a transitional housing program that helps women and children for up to one year. They have a 24-7 crisis line for women in need. They are in desperate need for some of the items below. Most of the items are needed “new and unopened.” If you have any of these items you would like to donate, please hold onto them and we will be collecting them in the very near future. Thank you for your help in this very worthy cause.

Please contact Melanie Oyharcabal, NALS Charitable Services Director, at [moyharcabal@lewisking.com](mailto:moyharcabal@lewisking.com) for more information, or to schedule a pick-up of items.

<p><b>URGENT NEED!</b> The YWCA Domestic Violence Center is critically low on the following items for residents:</p> <ul style="list-style-type: none"> <li>Flash Lights</li> <li>Allergy/Cold/Flu Medicine</li> <li>Cleaning Supplies (sponges, furniture polish, bug-spray, all purpose cleaners, and glass cleaner)</li> <li>Coffee and Sweetener/Creamer</li> <li>Coffee Filters</li> <li>Pillowcases (new or used, but if used – must be cleaned)</li> <li>Sunscreen</li> </ul>	<p><b>WOMEN’S ITEMS</b></p> <ul style="list-style-type: none"> <li>Bras (NEW)</li> <li>Makeup - Mascara, Eye Liner (NEW)</li> <li>Women's Socks (NEW)</li> <li>Hair care products for women of color</li> <li>Hairbrushes (NEW)</li> <li>Hair Conditioner</li> <li>Hair Spray/Gel/Mousse</li> <li>Razors &amp; Shaving Cream</li> <li>Facial Care Products</li> <li>Perfume Samples</li> <li>Hair Dryers/Curling Irons/Flat Irons</li> <li>Anti-Fungal Foot Cream</li> <li>Tampons, Pads, Panty Liners</li> <li>Gift Items/Sets (NEW)</li> </ul>
<p><b>Needed for Transitional Housing Program:</b></p> <ul style="list-style-type: none"> <li>Pots, Pans, Skillets, Baking Dishes</li> <li>Dinnerware</li> <li>Flatware</li> <li>Cups, Glasses, Mugs</li> <li>Microwaves</li> <li>Vacuum Cleaner</li> <li>Toasters, Blenders, Coffee Pots</li> <li>Can Openers, Cheese Graters, Peelers</li> <li>Measuring Cups/Spoons</li> <li>Serving/Mixing Spoons</li> <li>Brooms, Mops, Vacuum Cleaners</li> <li>Televisions, DVD Players</li> <li>Towel Sets</li> <li>Twin and DBL Sheet Sets</li> <li>Furniture, Mattresses (please call ahead)</li> <li>Lawnmower (please call ahead)</li> </ul>	<p><b>CHILDREN’S ITEMS</b></p> <ul style="list-style-type: none"> <li>Baby Wipes</li> <li>Diapers Sizes 4 - 6</li> <li>Booster Seats</li> <li>Umbrella Strollers</li> <li>Double or Triple Strollers</li> <li>Girls' Hair Accessories</li> <li>Sports Equipment (NEW)</li> <li>DVDs (G or PG rating)</li> <li>Non Violent Xbox Games</li> </ul>



**HAPPY  
BIRTHDAY**

**Happy Birthday !**

**Karen Carver October 7**

**Brenda Wolfgang October 7**

**Have a Fantastic Day !**

## NALS - NASHVILLE CHAPTER

### *Getting to know your NALS Nashville Members*



Name: Tiffany RaShaun Burford-Taylor

Employer: Waller Lansden Dortch & Davis, LLP

Tell us something about yourself: (Do you have a significant other, children, grandchildren?)

I was born and raised in Flint, Michigan. My family moved to Tennessee in 1988 with Saturn Corp. In 1996, I graduated from Fred J. Page High in Franklin, TN, and in 2000 from Florida A & M University in Tallahassee, Florida. I attended one year of law school at Mercer University in Macon, GA, before moving to Dallas, Texas. While in Dallas, I worked for the largest firm in the state, Fulbright & Jaworski, LLP. I moved back to Nashville in 2008 to be close to my family and my new niece. Currently, I am engaged to be married early next year.

How long have you been in the legal profession: I have been in the legal profession for 10 years.

Why did you join NALS: I joined NALS because I wanted to be around people who worked in the legal industry. Tina Boone gets all the credit for my joining NALS.

Past (or Current) Offices you have held in NALS: I was the interim treasurer under Tina's administration. Currently I am the treasurer, a member of the national Membership Committee, Region 4 Think Big committee; and the YLP sub-committee.

Pets: None.

Hobbies: Writing, golfing, reading, playing video games

Favorite book or series: Anything written by Joseph Finder; The Twilight Saga (Twilight, New Moon, Eclipse, Breaking Dawn); The Host; The Black Dagger Brotherhood Series

Favorite TV Show: My normal regiment consists of: House, Chuck, V, Smallville, Vampire Diaries, Nurse Jackie, Covert Affairs, Rizolli & Isles, Burn Notice, Royal Pains, The Mentalist

Favorite Movie: There are so many. For now I'll settle with Star Trek (2009), Batman Begins, and Breakfast at Tiffany's.

Favorite Restaurant: J. Alexander's, Logan's Roadhouse

Favorite Flower: Tiger Lily

Favorite Sports Team: Dallas Cowboys, Philadelphia Eagles

Other Outside Activities of Interest: Outside of work and NALS, I attend several meetings/groups for aspiring authors.

#### NALS - NASHVILLE CHAPTER

### *Getting to know your NALS Nashville Members*

Name: **Amelia Workman, PLS**

Employer: **Waller Lansden Dortch & Davis, LLP**

Tell us something about yourself: (Do you have a significant other, children, grandchildren?)

**I am married to Martin and only have four-legged children.**

How long have you been in the legal profession: **33 years**

Why did you join NALS: **Meeting other legal secretaries in the Nashville legal community and the certification programs.**

Past (or Current) Offices you have held in NALS: **President – 1997-1998; Secretary – 2009-2010; Scholarship – 2009-2011; Court Observance – 2000; Lunch & Learn – 2003-2004; Corresponding Secretary – 2000**

Pets: **Cats: Tyler, Spooky, and Joey; Jack Russell: Mattie; herd of 14 goats (all named, but won't list them here); 2 pot-bellied pigs: Morrie and Buford; and 38 hens and 1 rooster.**

Hobbies: **Caring for animals (most of which are rescues). I am a long-time member of the Nashville Corvette Club. I enjoy activities involving Corvettes and cars in general. I currently own a 1972 Mako Shark Custom and a 2007 Pace Car Convertible. I have been a pianist/keyboardist for 30+ years and am currently serving at South Gate Baptist Church. I am a timer for Corvette speed events. I also travel with my husband who competes nationally in Corvette speed events.**

Favorite book or series: **Too many to name!**

Favorite TV Show: **Monk**

Favorite Movie: **Anything with animals that talk.**

Favorite Restaurant: **Omni Hut, Smyrna, TN**

Favorite Flower: **Magnolia trees when they bloom.**

Favorite Sports Team: **NASCAR**

Other Outside Activities of Interest:

## EMPLOYMENT OPPORTUNITIES

Burr & Forman LLP is seeking qualified candidates for a full-time commercial litigation legal secretary position in its Nashville office. Individual will assist attorneys and paralegals through the performance of complex secretarial duties requiring knowledge of legal terminology and the legal process. Prefer a minimum 3 years experience as a litigation secretary in a law firm or corporate legal department environment. Recent creditor bankruptcy experience in a law firm and/or federal experience are a plus. Requires excellent secretarial skills and knowledge of grammar, basic math, and punctuation. Must be proficient in MS Word and use of transcription equipment. Prefer at least 70 wpm typing; 55 wpm required. Interested parties need to apply online at [www.burr.com](http://www.burr.com).

Thanks,  
Paula

**Paula K. Barnes**

*Legal Administrator*

*Direct: (615) 724-3220*

*Main: (615) 724-3200*

*Fax: (615) 724-3320*

*pbarnes@burr.com*

700 Two American Center

3102 West End Avenue

Nashville, Tennessee 37203



[www.burr.com](http://www.burr.com)

### ***Paralegal for Boutique General Practice Firm (37203 area)***

Position reports directly to two of the partners and supports associates on an as-needed basis. Candidate should be familiar with at least some of the following: Filing proofs of claim in bankruptcy matters; Residential property foreclosure process; Non-profit application process for real property tax exemptions; Drafting, filing, & case management of collection litigation  $\geq$  \$25K; Creditor rights in vehicle drug seizures; Employer Benefit Review Conference discovery; Written discovery responses for defense in workers compensation and other personal injury matters; Condemnation procedures for public works projects; Filing of entity annual reports with Secretary of State; Drafting of pleadings and correspondence; and Lexis legal research program.

Free parking; medical & life insurance; profit sharing; located near Centennial Park and I-440. Send cover letter with resume to L. Gino Marchetti, Jr. via fax at 615-320-3244 or via email at [gmarchetti@tpmmlaw.com](mailto:gmarchetti@tpmmlaw.com).



## Accounting Assistant

**Reports to:** Accounting Manager

**Location:** Nashville, TN

**Full-time/Part-time:** Full-time

**Monthly Salary Range:** \$3,200 – 3,500

**FLSA Classification:** Non-exempt

**Position Summary:** Responsible for supporting the Accounting Department at busy law firm. AP, AR, Expense Reporting, and any other assigned clerical duties.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

Essential duties and responsibilities include the following. Other duties may be assigned.

- AP/AR duties as assigned
- Cash basis accounting
- Juris validation
- Expense entries import to Juris software and post
- Identification of long distance calling records using Equitrac
- Open cases
- Closing files
- Perform daily deposit
- Client billing
- Electronic billing
- Destruction of closed files
- Answers Accounting inquiries
- Ordering office supplies, letterhead, announcements, etc
- Monitor printer cartridge needs for two floors, order as necessary
- Kitchen supply monitoring / shopping

### MINIMUM QUALIFICATIONS

#### Education and Experience:

- High School diploma or equivalent GED.
- Up to 2 years of successful full-time administrative support in an Accounting environment
- Law Firm experience a plus

#### Knowledge and Abilities:

- Strong interpersonal skills; excellent customer service skills.
- Ability to maintain a high level of confidentiality.
- Ability to manage time effectively.
- Skilled in use of operating basic office equipment.
- Computer proficient; proficient in Microsoft Word, Excel, and Outlook, and the internet.

**Special Demands:**

The special demands described here are representative of those that must be met by a staff member to successfully perform the essential functions of this job.

- This position requires some in town travel.
- Current, valid Tennessee driver's License.
- While performing the duties of this job, the employee is regularly required to sit; stand; use hands to finger, handle or feel; and talk and hear.
- The employee is occasionally required to walk; reach with hands and arms, and stoop, kneel, crouch, or crawl.
- Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.
- Frequent lifting is required, up to 50 pounds.

---

There is a law firm in Jackson, MS that has an office in Brentwood. They primarily an insurance defense firm. This is a wonderful group of attorneys.

They have a need for a legal secretary/receptionist. This person's primary responsibilities would be to answer the phones, greet clients as they come in, and handle legal secretary duties for up to two attorneys.

They are looking to pay around 35K a year. Great benefits.

I am looking for a legal secretary with stellar references and longevity. I know the pay is a little low for that area. With that being said we are looking for a minimum of three years of experience.

They would need to send a MS Word copy of their resume to [stephanie@prostaffgroup.com](mailto:stephanie@prostaffgroup.com) and [kate@prostaffgroup.com](mailto:kate@prostaffgroup.com)

Best Regards,

**Stephanie Ulrich**

*Specialty Recruiter*

**Professional Staffing Group, LLC**

2906 No. State St., Suite 330 ~ Jackson, MS 39216

Phone: 601-981-1658 ext. 13      Cell: 601-720-1690

\* \* \*

Paralegal - Healthcare Law / Corp. Litigation Experienced Paralegal (5+ years with a large law firm or organization) needed for a short-term (possibly long-term) project. This project is in need of a good researcher to help support healthcare law case, assisting in the defense of health law and business litigation matters. Billable paralegal assistance desired. Please forward resumes to [cjmerrilee@aol.com](mailto:cjmerrilee@aol.com).

**FEDERAL PUBLIC DEFENDER  
Middle District of Tennessee  
POSITION ANNOUNCEMENT  
*ADMINISTRATIVE OFFICER***

The office of the Federal Public Defender, Nashville, Tennessee, is accepting applications for the position of Administrative Officer. The Federal Public Defender Organization provides legal representation and criminal defense services to individuals charged with federal crimes who are financially unable to retain counsel.

The Administrative Officer acts as principal advisor to the Defender on all aspects of office administration and management. General areas of direct or supervisory responsibility include: management and administrative analysis; financial management; budget preparation and analysis; personnel, payroll and benefits administration; administrative staff supervision and training; space and facilities management; equipment, telecommunications and office automation management; and property, records and procurement management.

To qualify you must be a high school graduate or the equivalent and must have a minimum of three (3) years of general experience and three (3) years of specialized experience. Specialized experience includes an administrative management position within the following fields: business or public administration, accounting, personnel management, information systems or legal management. A background in accounting and budgeting is recommended. An individual must be able to perform each essential job duty satisfactorily. A working knowledge of Windows-based word processing, accounting, payroll and database programs are required.

Salary is dependent on experience, qualifications and available funding. Starting salary commensurate with experience in accord with AO, US Courts guidelines (JSP DOCS 11-15); relevant education may be substituted for experience. This position is full-time with federal salary and benefits. Employees of the Federal Public Defender are members of the judicial branch of government. They are considered at-will employees and are not covered by the Civil Service Reform Act. Appointment is subject to a satisfactory background investigation. Salary payable only by Electronic Funds Transfer.

Women and minorities are encouraged to apply.

Please send a cover letter, resume and the names of three references to:

Henry A. Martin  
Federal Public Defender  
810 Broadway, Suite 200  
Nashville, TN 37203

**NO TELEPHONE OR EMAIL INQUIRIES, PLEASE**

*The Office of the Federal Public Defender is an Equal Opportunity Employer*

---

# Counsel On Call

## Commercial Real Estate Paralegal

Counsel On Call is currently interviewing commercial real estate paralegals with significant retail experience for a contract assignment with a company located north of Nashville. Full-time hours, on-site. Assignment could turn into a permanent position.

Successful paralegal will assist supervising attorney with various matters related to new construction projects including:

- Helping to keep projects moving according to schedule
- Reviewing easements and other legal documents
- Addressing landlord tenant disputes
- Tracking fees
- Some clerical work
- Some post-closing work

Requirements:

- Must have significant commercial real estate experience, including at least 2-4 years of experience coordinating and managing multiple new large retail construction projects associated with the new builds.
- Paralegal certificate not required.

Qualified candidates please send resumes to [Claudia.Levy@counseloncall.com](mailto:Claudia.Levy@counseloncall.com).

---

Counsel On Call ([www.counseloncall.com](http://www.counseloncall.com)) offers experienced attorneys and paralegals challenging positions on a wide variety of legal matters with the nation's leading corporate legal departments and law firms. Depending on the position, attorneys and paralegals work in clients' offices, in our offices or remotely, and often on flexible schedules, which helps provide the work-life balance many seek. We offer a range of benefits, including a 401(k) plan, vacation and holiday pay, life insurance, health care savings and dependent care flexible spending accounts, and free CLE courses.

To see what other opportunities are available through Counsel On Call, visit the job opportunities section of our website at [www.counseloncall.com/Page/Job\\_Opportunities](http://www.counseloncall.com/Page/Job_Opportunities), where you may search for positions by location or practice area, and sign-up to receive postings by e-mail and follow our job postings on Twitter [@CnsOnCall\\_Jobs](https://twitter.com/CnsOnCall_Jobs).

**IP Specialist**

Baker, Donelson, Bearman, Caldwell, and Berkowitz, PC has an immediate opening for an IP Specialist in its Nashville office. This position will help to manage workflow of Intellectual Property cases. Ideal candidate will have at least 2 years experience in patent prosecution, docketing and foreign filings with a law firm and IP group; a 4 year college degree or paralegal certificate from an ABA-approved program; experience in performing online legal research and patent searches; strong prioritization and organizational skills; ability to work effectively within a group or independently; familiarity with docketing using CPI a plus.

Responsibilities include maintaining electronic docket for patent and trademark matters; preparing document drafts for attorney review, including license agreements, consent agreements, proprietary information/technology agreements, correspondence, summary reports; drafting documents to be filed with the US Patent and Trademark Office; organizing and maintaining files related to domestic/foreign intellectual property and patents.

Excellent benefits, competitive salary. Candidate must be authorized to work in the United States. Resumes submitted will only be considered for the actual position posted. Interested candidates should apply through [www.bakerdonelson.com](http://www.bakerdonelson.com) or [www.monster.com](http://www.monster.com).

Baker Donelson Bearman Caldwell & Berkowitz, PC is an equal opportunity employer and all qualified applicants receive consideration for employment and all employees are treated during employment without regard to race, color, religion, sex, or national origin.

# October 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 BOARD MEETING - Lewis King	5	6	7	8	9
10	11 Columbus Day	12	13 LUNCH & LEARN - TBA	14	15	16
17	18 ANNUAL BOSSES' LUNCHEON	19	20	21 NALS EDUCATION FORUM	22 59 <sup>th</sup> CONFERENCE BRANSON,	23 ANNUAL & NATL' MO
24	25	26	27	28	29	30
31 Halloween						

**TALS - LEGAL PROFESSIONALS OF TENNESSEE**

Mary Pewitt  
Recording Secretary  
Young, McDade & Hassell  
227 Bridge Street  
Franklin, Tennessee 37064

(615) 791-0058 (office)  
(615) 414-2150 (cell)

(615) 791-0129 (fax)  
mpewitt@ymhlawgroup.com

**TO:** Chapter Governors, for distribution to all TALS Members  
TALS Executive Committee

**FROM:** Mary Pewitt  
TALS Recording Secretary

**DATE:** September 22, 2010

**RE:** Notice of TALS Fall Meeting

---

In accordance with Article V, Section 1, of the Bylaws of TALS - Legal Professionals of Tennessee, notice is hereby given of the Fall Meeting to be held on Saturday, November 6, 2010, beginning at 1:15 P.M. at Wingate by Wyndham/Cool Springs, 1738 Carothers Parkway, Brentwood, Tennessee.

Each Governor should prepare a report to be included in The Junction and bring sufficient copies of any/all updates to the meeting for distribution to the membership.

**Governors, please forward this Notice to all members of your local chapter.**

---

## TALS - LEGAL PROFESSIONALS OF TENNESSEE 2010-2011 SCHEDULE

---

<u>Date</u>	<u>Purpose</u>	<u>Location</u>
July 31-August 2, 2009	Region 4	Asheville, NC
August 7, 2010	TALS Summer Meeting	Nashville, TN
October 8-11, 2009	NALS 59 <sup>th</sup> Annual Education Conference and National Forum	Branson, MO
*September 30, 2010	Deadline for Fall Junction Edition	
November 6, 2010	TALS Seminar/Fall Meeting	Rutherford/Cannon/Williamson
*December 31, 2010	Deadline for Winter Junction Edition	
February ____, 2011	TALS Seminar/Winter Meeting	Chattanooga
*March 31, 2011	Deadline for Spring Junction Edition	
April ____, 2011	TALS Seminar/Annual Meeting	Memphis

\*DATES SUBJECT TO CHANGE

## YEAR 2010 HOLIDAYS CALENDAR

The following are dates to remember for the upcoming year.

- |               |   |
|---------------|---|
| October 2010  | <ul style="list-style-type: none"> <li>• Monday October 11th -- Columbus Day</li> <li>• Sunday October 24th -- United Nations Day</li> <li>• Sunday October 31st -- Halloween</li> </ul>  |
| November 2010 | <ul style="list-style-type: none"> <li>• Monday November 1st -- All Saints' Day</li> <li>• Sunday November 7th -- Daylight Saving Time Ends</li> <li>• Thursday November 11th -- Veteran's Day</li> <li>• Thursday November 25th -- Thanksgiving</li> </ul> |
| December 2010 | <ul style="list-style-type: none"> <li>• Friday December 17th --Wright Brothers Day</li> <li>• Tuesday December 21st --First Day Winter</li> <li>• Saturday December 25th --Christmas</li> <li>• Friday December 31st --New Years Eve</li> </ul>            |

**Region 4 - Are You Ready To THINK BIG???**

Have you been wondering what Region 4 will be doing as an incentive for its members to Think Big? Well, wonder no more.

Region 4 will have 3 drawings as follows:

July (for March, April, May, and June)

November (for July, August, September, and October)

March (for November, December, January, and February)

How do you get your name in a drawing and what can you win?? “Easy peasy lemon squeezy!” All you need to do is sponsor a new member – any new member. It can be a student member, associate member, or regular member. Every time you sponsor a new member, your name and the new member’s name will be placed into the corresponding drawing, depending upon their join date. Winners will receive a **\$25 Amazon gift card**, plus a NALS goodie bag filled with NALS goodies.

At the end of the year, we will draw a GRAND PRIZE WINNER from all the new members and their sponsors. What is the Grand Prize? Well, we’re going to keep that a secret for now, but one of the prizes will be a \$100 Amazon gift card!!

I have already sponsored one new member this year, which makes me eligible for the July drawing, as well as the year end drawing! Two chances to win and all I had to do was tout the benefits of NALS to someone who was interested!

**PLUS...** there is an added benefit!! If you recruit 5 members (of like membership status) within the year, you can get your national dues waived! Not only would you then have **6 chances to win prizes**, but you would save **\$98!!**

If you have any questions, please don’t hesitate to contact me!

**Good luck Region 4!!**

Lisa

---

Lisa J. Mitchum, PLS  
2010-2011 NALS Region 4 Director  
Smiley Bishop & Porter LLP  
1050 Crown Pointe Parkway  
Suite 1250  
Atlanta, GA 30338  
[lmitchum@sbpllp.com](mailto:lmitchum@sbpllp.com)  
Direct Dial (770) 829-3847

Leaders,

## Region 4 - 2011 Conference

Based on the discussion held at the Region 4 Conference in Asheville, North Carolina, research into site locations for the 2011 conference have begun to take shape. Attached for your review and consideration are the most favorable locations for Mobile, AL and Ft. Walton Beach, FL. The hotels in Orange Beach were completely out of our price range. I am waiting to hear from two additional hotels in Montgomery, AL and will forward that information once I receive it.

Site visits are currently set up for these two locations and we are still looking at either July 22-24 or July 29-31. Additionally, I would like to know if the Region is interested in inviting Kathie Amirante, PP, PLS to the Region 4 2011 Conference.

Further discussion and a decision will be made at the Region Meeting in Branson, MO, but I wanted to get this information out to as many members as possible for their input.

Please provide your leaders with feedback so that we can have a productive meeting in Branson.

Thank you!

Lisa

---

Lisa J. Mitchum, PLS  
**2010-2011 NALS Region 4 Director**  
SMILEY BISHOP & PORTER LLP  
1050 Crown Pointe Parkway, Suite 1250  
Atlanta, GA 30338  
Direct Dial (770) 829-3847  
[lmitchum@sbpllp.com](mailto:lmitchum@sbpllp.com)

### **Researched – Available**

Property/Venue Dates Available Initial Guestroom

Price Offering

Key Attributes and Attractions

Renaissance Riverview Plaza

Mobile, AL

Revised offer as September 17,

2010:

\*Reduced rate to \$114.00

\*Waived set up fee

\*Can discount parking to \$7.00

July 22-24, 2011

July 29-31, 2011

\$119.00

Plus 14% tax

3 Diamond Hotel

Meeting room rental is waived, however, there is a \$150 set up/cleaning fee per day.

Average F&B prices: Continental Breakfast \$16.00; Lunch \$28.00; Breaks \$13.00

Available meeting room is 1,715.

There are 2 restaurants on site.

Parking is \$12 for self or \$17 per day for valet.

High Speed Internet is complimentary in the guestrooms.

Located 17 miles from the Mobile Regional Airport.

Concessions: No F&B minimum; 70% attrition; 1 per 40 comp rooms; complimentary one bedroom suite for President; 2 staff rooms at 50% off group rate; 1 comp microphone; no charge for easels; no charge for skirted display, registration tables, or exhibit tables; 10% discount on banquet food and non-alcoholic beverages; 20% discount on AV.

[www.renaissancehotels.com/mobrv](http://www.renaissancehotels.com/mobrv)

\*\*\*\*\*

Sandestin Golf and Beach Resort

Destin, FL

Unable to offer any further discounts on rate, unless group can move dates to August.

They agreed to all concessions requested.

July 22-24, 2011

July 29-31, 2011

\$149.00

Bayside Inn

Plus 11.5% tax

The 12% resort fee is already included in the rate.

Meeting room rental is waived.

Average F&B prices: Continental Breakfast \$14.00; Lunch \$18.00-\$35.00; Breaks \$10.00-\$14.00

Available meeting room is 2,688 sq ft

There are 30 restaurants on the resort to choose from.

Parking is complimentary.

High Speed Internet is complimentary in the guestrooms.

Key Selling Features: 7 miles of beach/bayfront; 15 tennis courts; 19 swimming pools; numerous activities; complimentary resort transportation; excellent service.

Located 25 miles from the NW FL Regional Airport.

Concessions: No F&B minimum; 70% attrition; 1 per 40 comp rooms; complimentary upgrade to one bedroom suite for President; 2 staff rooms at 50% off group rate; 1 comp microphone; no charge for easels; no charge for skirted display, registration tables, or exhibit tables; 15% discount on menus.

[www.sandestin.com](http://www.sandestin.com)

# Seven Tips to Stay Sane at Work

By Megan Malugani, Monster Contributing Writer

When [office politics](#), [annoying coworkers](#) and rude customers are getting on your nerves, there are healthy and not-so-healthy ways to react. Experts offer seven tips on how to roll with the punches (without throwing any!) when [stress at work](#) threatens your mental health.

## 1. Stay Calm

The average person faces around 30 frustrations (or minicrises) every day, and a high proportion of those frustrations occur at work, says St. Paul-based licensed psychologist Anna Maravelas, founder of Thera Rising, a conflict resolution and organizational development consultancy, and author of [How to Reduce Workplace Conflict and Stress](#). But overreacting to a faulty copy machine or an insulting colleague by going into high-drama mode and losing your temper will end up hurting far more than it helps. The cortisone, adrenaline and other chemicals released when you have a temper tantrum will linger for at least two hours after your outburst, Maravelas says. "You don't want to bring all that toxic energy home with you," she says.

## 2 . Have Some Empathy

Remember, those 30 daily frustrations aren't just happening to you, but to every person you encounter during your workday, from the rude customer (who isn't always right, by the way) to your flighty boss. "People are worried about their kids, mortgage, job loss and health insurance," Maravelas says. With so many stressors in the world today, she suggests cutting people some slack and assuming there's a reason they're not behaving perfectly. "Be hard on the problem, but soft on the people," she says. "That creates positive reciprocity. They'll remember how you gave them the benefit of the doubt and will pay you back someday when you need it."

## 3. Tune Out

Another technique for managing stress is to simply limit your exposure to office drama. "Close your door if you have a door, or close your mind if you have a mind," says Simma Lieberman, an Albany, California-based organizational development consultant. "Unless you find it cathartic to get into arguments, when you feel tempted to get involved in office politics, plug in your iPod or music player, stick your headphones in your ears, and just act oblivious."

## 4. Perfect the Art of the Blow Off

Don't get sucked into conversations with irritating coworkers. If someone walks up to you to purposely get a rise out of you, Lieberman says, a good response is, "Wow, really. I've got to get back to work. See you later." If they're [gossiping](#), say, "Wow, interesting, but I've got to go," or "Why are you saying that?" If they're just always in your face, trying to interact socially (like a grandma constantly showing photos of her

grandkids or selling their cookies), walk away or -- better yet -- ask them to do a favor for you. "They'll run away," Lieberman says.

## 5. Break the Bad Mood Cycle

Good moods at work are contagious, but so are bad moods, says Long Island-based Debbie Mandel, author of [Addicted to Stress](#) and a radio host and stress-management expert. "You don't have to internalize a colleague's bad mood," she says. "Either physically move away to break the [negative energy](#), or else get immersed in your work because negativity is contagious."

## 6. Look for Humor

Mandel is also a believer in humor as a stress reliever at work. "Don't take yourself and everyone else so seriously," she says. "Pretend it's a sitcom. If it happens to someone else on TV, we're laughing, but when it happens to us, we take everything so seriously." So have a little [fun at work](#). People who make others laugh are "positive magnets who are the life of the party," Mandel says. Even something as simple as putting up a funny screen saver can lighten your mood and others' moods.

## 7. Close the Door at the End of the Day

Don't leave issues unresolved at the end of your workday. "If you've made a mistake or gotten into a hassle, take the time to apologize in a nonobsequious way," Lieberman says. "If you go home with stuff left unresolved, it's hard to feel sane." On your way home, visualize the door to your workplace closed, and start thinking about what you're looking forward to at home," Lieberman says. Then, start fresh the next morning. Mandel agrees. "Every day is a new chance to shine," she says. "The slate is clean. It's a new beginning, a fresh start."

# Member Contact Information

In an effort to have up-to-date contact membership contact information, please complete the following information and either email, mail or fax to Tonya Bowman:

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

Firm/Company Name: \_\_\_\_\_

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

\_\_\_\_\_

Preferable Contact Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Area of Practice: \_\_\_\_\_

Birth Date (Month/Day) : \_\_\_\_\_

Year joined NALS: \_\_\_\_\_

Preferred Email Address: \_\_\_\_\_

Send this form to:

Tonya Bowman  
Craft & Sheppard, P.L.C.  
1604 Westgate Circle, Suite 1  
Brentwood, TN 37027  
Phone: (615) 309-1707  
Fax: (615) 309-1717  
[tonyabowman@CraftSheppardlaw.com](mailto:tonyabowman@CraftSheppardlaw.com)

## Nominations & Elections

The Nominations & Elections Committee is pleased to announce the 2011-2012 candidates for NALS Board Member positions. Ballots will be mailed from the Resource Center on or about September 20, 2010. Please encourage your members to watch for their ballots to arrive and to promptly vote and return their ballots.

The candidates will be introduced during the Opening Session at the NALS National Forum to be held in Branson, Missouri, on October 22, 2010.

### **OFFICERS**

#### **President-Elect**

Helene Wood, PP, PLS, TSC

#### **Secretary/Treasurer**

Doris Compton, PP, PLS  
Faynell Poe, PP, PLS

### **FUNCTIONAL DIRECTORS**

#### **Certification Director**

Karen Becker, PP, PLS  
Jeannie Shaw, PP, PLS

#### **Education Director**

Tina Hurley, PP, PLS  
Karen McElroy, PP, PLS

#### **Marketing Director**

Sherri J. Bowden, PP, PLS  
Brynne Williamson, PP, PLS

#### **Membership Director**

Tina Boone, PLS  
Misty Lewis, PP, PLS

### **REGIONAL DIRECTORS**

#### **Region 1 Director**

Antoinette VanSchaick, PP, PLS

#### **Region 5 Director**

Renee Kleinjan, PLS

#### **Region 2 Director**

Rita Ann Gilson, PP, PLS

#### **Region 6 Director**

Reba Peden, PP, PLS  
Cindy Squier, PP, PLS

#### **Region 3 Director**

Barbara A. Stone, PP, PLS

#### **Region 7 Director**

Mariann Fletcher, PLS  
Debra Taylor, PP, PLS

#### **Region 4 Director**

Lisa J. Mitchum, PLS  
Deborah Waters, FPR

#### **Region 8 Director**

Kathy Sieckman, PP, PLS, CLA

## Future Leaders Development

### **BUILDING FUTURE LEADERS ONE BUILDING BLOCK AT A TIME**

Are you interested in becoming a future leader of NALS, or just need to gain valuable leadership skills? If your answer to either is yes, you need to check out the Webinars, OLC sessions, articles, and recommended reading offered by the **Future Leaders Development Committee** for assistance in attaining your goals with NALS, your career, and your personal life. The FLD provides all the information you need to become the leader of the future or just to increase your leadership skills. The NALS Marketing Committee salutes the FLD for its work in the first six months of its existence! Fall for NALS in BRANSON!

**Please take time and meet with an FLD Committee member or visit their table at the National Forum in Branson, October 21st through 24th.**

## NALS Foundation

**Jett Awards Deadline: November 1, 2010 - [Submit your entry today!](#)**

The NALS Foundation sponsors the NALS Jett Awards, which are named in honor of NALS founder Eula Mae Jett. The Jett Awards is an annual competition in which states and chapters outline their successful programs and submit them for review by an Awards Committee. The Jett Awards program was developed with a two-fold purpose in mind: First, to recognize the “best of the best” programs throughout NALS, and second, to provide a resource of proven successful program guidelines for other states and chapters to emulate and adapt for their own use.

If your State or Chapter has implemented a successful program, please share it with other NALS members by submitting your program for consideration for a Jett Award. All entries are classified first by association type/size. To maintain a level playing field, NALS states and chapters compete against other states and like-sized chapters. The Awards are divided into three levels. Programs in each classification and category are eligible for either a first-place Keystone Award or a second-place Cornerstone Award. One program out of all the entries, among all classes and categories, will be recognized as the best overall program and will receive the Founders Award.

All award winning programs will receive special recognition at the Professional Development Conference in Tulsa in March 2011 and will be displayed throughout the conference.

So don't delay! Submit your entry today, and your program may be recognized as being among the Best of the Best! Additional information is available on the [NALS web site](#).

## Text Development

I'm going to depart from our usual custom of shamelessly promoting NALS Textbooks, which are our usual reason for being. Today I'd like to tell you about a new grammar/stylebook I recently found, *The Accidents of Style* by Charles Harrington Elster. I've already learned a new word: *louche*, meaning disreputable or sordid. I've been reminded again that it is “chaise longue” not “chaise lounge,” although I have yet to come up—well, until just now—with a reason to use it—correctly or incorrectly—in a sentence. My favorite bit so far is *hoi polloi*, in which we are reminded that (1) *hoi polloi* is not hyphenated; (2) *hoi* means the, so you don't refer to *the hoi polloi*; and (3) *hoi polloi* refers to the masses, not the elite, all of which leads me to conclude (4) if I use *hoi polloi* correctly to refer to the masses and not the elite, no one will know what I'm talking about, let alone whether I have used it correctly, so perhaps I shouldn't use it at all.

The book is great fun, covers most of the important stuff of which we need to be reminded, covers a number of things of which I hadn't thought, and exhorts us to improved usage in these days of e-mail and blogs and every other excuse for accidental misuse of English. It is available, among other places, at your Barnes & Noble. More on the author at <http://members.authorsguild.net/chelster>.

## Did you know?

The [NALS Career Center](#) is part of the Legal Job Exchange and partners with the American Bar Association, American Immigration Lawyers Association and the North Carolina Bar Association to make sure that your job listings and resumes are viewed across the network.

That means that you can place an ad with NALS and have it seen by members of these organizations as well. This also means that if you are on the job hunt these organization's job listings will be found in the [NALS Career Center](#). If you haven't checked it out have a look today...there are currently 11 jobs open in the legal support category.

---

## Reminders

- The NALS Think Tank needs your help! [Fill out the Legal Support Industry Survey Today.](#)
- Need Help Getting Around the NEW NALS Website? [Check out this post that will highlight the new features and help you navigate!](#)

- Follow along with everything NEW at NALS Online...visit [insideNALS!](#)

## Upcoming Sessions from NALS:

### NALS Foundation

*YOU are at the NALS conference in Branson. It's a chilly fall Saturday night. What are you gonna do?* Go to the NALS Foundation Gala, of course! You not only get dinner at the Gala and get a chance to have some fun with your fellow NALS members and a chance to win prizes, you will be entertained by the Beartones. No, not the Beatles, the Beartones. The Beartones are an all-male A Cappella group from Missouri State University in Springfield, MO. The group has been invited to sing all over the country, entertaining music lovers of from all genres, and will hold a "One Night Only Special Performance" at the NALS Foundation Gala. Be sure to sign-up for the NALS Foundation Gala on your conference registration form. Limited seating is available and no tickets will be available at the door. Don't miss it!

### Education

Are you in need of CLE credits, but don't want to miss out on the family activities of the summer? Well, there is an easy answer to your problem! If you've missed a webinar that you really wanted to attend, or you are in a crunch to get those last few credits you need for recertification, there is a great way to get the education you need on your schedule. Past webinars are available for purchase in the NALS store. Registering for a webinar is easy. Simply go to [www.nals.org](http://www.nals.org) and under the "Learn" tab, click [WebEd](#). Scroll down to see the schedule or click "Register Now".

### Membership By Sherri Krawitz, PP, PLS

#### *First-Year Member Retention Tips:*

- Interview new members when they join, and after six months, about their challenges and concerns. Include a "Welcome New Members" on your Website or in your bulletin and be sure to confirm their contact information is correct.
- Give new members some sort of designation on their name tags when they attend their first meeting or function. Be sure your leaders are aware of who the new members are, and encourage the leaders to make a special effort to greet new members.
- A few weeks before sending first-year members their first renewal notice, send them a special letter from your chapter or state president. Acknowledge that the first renewal is coming up, summarize all the great things your chapter/state has done, and say that you hope their first year was a rewarding one.
- Once the application has been processed, send an email letting the new member know how to access restricted areas on the Website.
- If possible, get a current member to contact a new member and just say, "Welcome."



Mark your calendars now for these upcoming educational sessions in the OLC, OLSG and webinars (all sessions are at 8:00 p.m. Central):

Online Learning Center (OLC) - FREE TO MEMBERS

**INSTRUCTIONS TO ACCESS WEBINARS:** To register for a NALS Webinar, simply go to the NALS website and under "Learn" (tab with drop down choices at top of NALS web page), click on "WebEd." This will take you to the screen to register for the webinar you wish to attend. There are "how to" directions on this page and descriptions of the webinars offered. You just need to scroll down and click on the registration link (the title of the webinar) and it will take you through the registration process. **The webinar registration is a two-fold process. The initial registration lets you select the webinars you are interested in attending and submitting your payment information. When that information is processed, participants are sent a WebEd invitation that will complete the registration. When you have completed this second "invitation," a subsequent e-mail is sent to the participants, which contains access information to the webinars.** **NOTE:** You can access any webinar through both the Internet and the audio connection (with any telephone) OR you can simply access the webinar presentation (without viewing the PowerPoint presentation) by simply calling and connecting to the audio portion of the presentation. You can do this from any telephone anywhere! But you still need to register for the webinar (even if you will only be listening to the audio portion of the program).

**INSTRUCTIONS TO ACCESS OLC/OLSG:** Members must first login as a Member and enter your login name and password. If you have not registered as a member just go to the "Welcome" tab at the top of the NALS web page (it's a drop down tab with "Member Log In" - click there). There are complete instructions to login as a member or to register as a member to access all the membership services. After you login as a member you will see a page with member accessed information (on the left-side of the screen). Simply scroll down to Online Learning Center, click and you have now entered the OLC properly! The OLC page comes up with instructions, but you can simply scroll down and type in a "User Name" (user name does not have to match your Internet user name) and click "Connect," which will take you to the "Lobby." Click on the tab/icon at the top, right-hand side of OLC screen (it has what looks like a comment box on the tab), and then double click on "OnlineLearningCenter" and, voila, you're there! You can increase the size of the screen by clicking on the four arrows button (second button from the right at the bottom). You can increase the size of your font by clicking on "Options" (upper left, second button from left) then "Font Size." You can change the color of your responses by clicking on the colors button (third button at from the left at the bottom). Yes, we do have emotions and sounds which can be entered, but, particularly the sounds, can be distracting and our intention is to get you in, discuss the topic, and let you go within the allotted time. Also, you must participate every three to four minutes or you will be "bumped" out.

**MESSAGE TO ALL MEMBERS OF NALS COMMUNITY**

Take part in our latest survey so that we can learn more about what your career is like and help us understand what you are looking for in a professional association.

<http://www.surveymonkey.com/s/legalsupportsurvey>

Visit NALS community at: [http://nalsnet.ning.com/?xg\\_source=msg\\_mes\\_network](http://nalsnet.ning.com/?xg_source=msg_mes_network)



When you join NALS, you have access to a wealth of information and affinity providers. Are you taking advantage of your ENTIRE membership in NALS?



**eNews** – Are you receiving the bi-weekly newsletter of pertinent information about NALS? If you are a member and want to receive the newsletter, please email Jay Moore at [moore@nals.org](mailto:moore@nals.org). Until then, enjoy the most recent issue by going to the following link:

<http://www.nals.org/newsletters/enews/pastissues/en09.01.09.html>



**Leading The Way** - is the NALS Leadership Newsletter that is available to ALL members of NALS. If you're interested in staying in touch, go to: ([www.nals.org/newsletters/leadingtheway](http://www.nals.org/newsletters/leadingtheway))



Members have access to outside providers that brings many services that otherwise might be substantially more expensive to NALS Members. ([www.nals.org/membership/benefits/affinity.html](http://www.nals.org/membership/benefits/affinity.html)) I personally use Liberty Mutual. NOW, Sam's Club is part of NALS Affinity Provider.



Members can take advantage of online professional development and legal education in the Online Learning Center for FREE in the comfort of your own home during the evenings.

**REMEMBER:** You do not have to be a certified member to enjoy these sessions. In today's uncertainty with employment, it is great to stay educated and this is only one way to achieve a high level of education.

TOPICS: <http://www.nals.org/onlinelearning/index.html>

Instructions on Entering Online Center: [www.nals.org/onlinelearning/room](http://www.nals.org/onlinelearning/room)

## WHAT IS NALS, ASSOCIATION OF LEGAL PROFESSIONALS, NASHVILLE CHAPTER?

NALS, Association of Legal Professionals, Nashville Chapter ("Nashville Chapter") is a multi-level organization. Membership in the local chapter brings membership in TALS –Legal Professionals of Tennessee ("TALS"), NALS Region 4 and NALS...the association for legal professionals ("NALS").

The Nashville Chapter was first organized in 1949 and was chartered with TALS and NALS in 1972.

### WHAT IS TALS?

TALS holds an annual convention and quarterly meetings throughout the state. In addition to the business meetings, legal education seminars are offered at these meetings. Each local chapter sends a Governor to report back to the chapter all business transacted; however, members are encouraged to attend. State meetings and seminars afford a wonderful opportunity for networking with other legal professionals from across the state that have the same goals and objectives.

### WHAT IS REGION 4?

Region 4 is lead by an elected regional director that plans a meeting once a year with the states that cover our region. The states that are within our region is Alabama, Georgia, Florida, North Carolina, South Carolina, and Tennessee. This meeting is not as large as the NALS national educational or professional development meetings; but, they are generally larger than the state meetings. It is a wonderful way to meet other legal professionals that has the same goals and objectives as you do; but, closer to home.

### WHAT IS NALS?

NALS is a non-partisan, non-profit, non-sectarian corporation based upon principles of service to all areas of the legal field. Membership is open to all persons engaged in service in the legal forum, including, but not limited to, attorneys, legal assistants, paralegals, secretaries, typists, word processors, court clerks, clerks employed in law offices, persons employed by the courts, trust departments of banks or trust companies, and those persons employed in public or private institutions directly engaged in work of a legal nature.

### WHEN ARE MEETINGS HELD?

Nashville Chapter Board/Membership meetings are held on the third Monday of each month at Noon at the Nashville Bar Association. A monthly lunch & learn is offered at a nominal cost by reservation on the second Wednesday at the Tennessee Bar Association.

### WHEN ARE NASHVILLE CHAPTER'S LUNCH & LEARNS HELD?

Nashville Chapter Lunch & Learns are held on the second Wednesday of each month at noon at the Tennessee Bar Association. Because of the venue, a box lunch is offered, and may change over the course of the year at a cost of \$12 and is a reservation only meeting. The lunch hour is devoted almost in its entirety to a speaker advising on a legal or community topic. You do not have to be a member to attend. Attendance at the Lunch & Learn is a good way to find out more about the Nashville Chapter and meet its members.

### HOW MUCH DOES MEMBERSHIP COST?

The annual fee for new members is \$120.00. Thereafter, the annual renewal is \$110.00. A portion of this amount pays your dues to TALS and NALS.

### WHAT DOES MEMBERSHIP OFFER ME?

You will be a member of a professional organization dedicated to the furtherance of legal education and having as its main objective the encouragement of its members to attain a high degree of professional excellence in their chosen career.

You will receive publications written for the legal professional, including The Verdict, our local monthly publication, The Junction, the TALS state quarterly publication, Region 4 Newsletter and @Law, the NALS national quarterly publication.

You will have the opportunity to attend seminars, study groups, workshops, and other activities which will enhance your legal education relationships in a local and national network.

You will have access to employment placement at no charge through the Employment Committee.

You will be given the opportunity to serve on committees which function to promote the goals and objectives of the association and, in the process, allow a greater opportunity for new and lasting friendships among members.

You will be eligible for discounted travel and rental car rates, group insurance programs, a retirement program, loan programs, and credit card applications.

#### **WHAT IS THE PROFESSIONAL PARALEGAL EXAM?**

The Professional Paralegal (PP) certification was developed by NALS to promote legal professionals who wish to be identified as exceptional in all areas of the law. Certain eligibility requirements must be met to take this exam, and are available for viewing at [www.nals.org](http://www.nals.org).

#### **WHAT IS THE PROFESSIONAL LEGAL SECRETARY PROGRAM?**

The Certified Professional Legal Secretary (PLS) designation is achieved by passing a rigorous one-day examination. Eligibility for the exam requires at least three (3) years' experience as a legal secretary.

The Accredited Legal Secretary (ALS) designation is achieved by passing a half-day examination and is available to persons who have completed one of the following: a secretarial course, the NALS Legal Training Course, or one year of secretarial experience.

Those interested in sitting for these examinations can attend group study sessions held in advance of the examination. These sessions are provided without charge to members. The examinations are given at testing centers throughout the United States with one center being located in Nashville.

The examination covers a variety of subjects: Written Communication; Ethics & Judgment;

Office Procedures & Technology; Legal Knowledge & Skills.

#### **NASHVILLE CHAPTER ANNUAL EVENTS**

Bosses Appreciation Luncheon is held each October. This event affords the legal secretary the opportunity to invite the attorney for whom she works to a special lunch.

The "Chris Galyon Scholarship Award" is presented annually to a worthy individual who has exhibited a desire to further his or her education in the legal field.

Legal Professionals Night Out is held each year for the legal community to come together on a social basis for the purpose of promoting NALS and encouraging membership in our Association.

In 1972, the President of the United States proclaimed Court Observance Week an annual event in October. Each year our members sponsor a program to recognize our judicial system.

#### **NASHVILLE CHAPTER NOTEWORTHY ACCOMPLISHMENTS**

The Nashville Chapter hosted the Annual Meeting and Educational Conference of the National Association of Legal Secretaries International in July 1985 with approximately 1,000 members, delegates, and their families in attendance.

The Nashville Chapter has the proud distinction of having members Chris Galyon, PLS elected National President for 1984-85 and Tina L. Boone, PLS serving/elected as Region 4 Director from 2005-2007. Other members have been or currently serve as officers, committee members and chairmen at both state and national levels.

#### **HOW DO I BECOME A MEMBER OF THE NASHVILLE CHAPTER?**

Contact any member or:

Tonya Bowman, Membership Director  
Craft & Sheppard, P.L.C.

1604 Westgate Circle, Suite 1  
Brentwood, TN 37027  
Phone: (615) 309-1707  
Fax: (615) 309-1717  
[tonyabowman@CraftSheppardlaw.com](mailto:tonyabowman@CraftSheppardlaw.com)

## FREQUENTLY ASKED QUESTIONS

### WHAT ARE THE QUALIFICATIONS FOR MEMBERSHIP?

Individual members consist of those persons engaged in work of a legal nature and who agree to comply with the NALS Code of Ethics and Professional Responsibility.

### HOW DO I BECOME A MEMBER?

You can use the secure online application, or you may choose to print out the application right from the web site or in Adobe PDF format and mail or fax it. Simply choose the method you want to apply, fill out the NALS Membership Application, select a method of payment, and submit your application. You then just sit back and will receive your new member package from the NALS Resource Center within four weeks.

Categories of membership:

- Regular Member
- International Member
- Retired Member
- National Associate Member  
(educators, judges and attorneys)
- National Student Member  
(must be a fulltime student)

### WHY SHOULD I JOIN NALS?

Opportunities for professional and personal development are plenty when you join NALS. NALS is a tri-level organization composed of NALS, your state association, and your local chapter. Each offers topnotch professional growth through seminars, quality publications, and local, state, regional and national networking. NALS offers several regional and national conferences each year packed with outstanding education and featuring excellent speakers from around the country. State and

local chapters offer more frequent meetings to give in-depth local educational coverage.

Additionally, NALS supports its members by providing the following benefits:

Affinity Programs - members enjoy discounts on a variety of goods and services.

Certification - accreditation for everyone, whether beginning a new career or enhancing your current one.

ALS--the basic certification for legal professionals, PLS--the advanced certification for legal professionals and Professional Paralegal certification.

@Law Magazine - members receive this award-winning publication quarterly.

E-Learn - a monthly update on current topics of interest to legal support staff, delivered via e-mail.

E-News - a bi-weekly electronic newsletter sent to all NALS members who provide an email address, which includes timely information and details of NALS activities, with links to educational information and topics of interest to legal support staff.

NALS Online Learning Center - Education and personal development offered on a variety of subjects with the added bonus of networking across the United States.

NALS also presents a host of other professional development programs including the Legal Training Course, NALS Educational Institute, and college credits.

### **WHAT IS E-LEARN AND HOW DO I SUBSCRIBE?**

E-learn is a monthly educational subscription received by NALS members via e-mail or fax featuring articles, technology tips, legal community news, etc. If you are currently a member and not receiving e-learn and would like to be on the distribution list, please contact Sandra Bates, NALS Member Services Manager at bates@nals.org or 918-582-5188. Sandra will be happy to add you to our list.

### **WHAT ARE THE BENEFITS OF THE NALS ONLINE LEARNING CENTER?**

Education, updated information on NALS and various legal topics, networking across the country are just a few of the benefits afforded our members who make it a point to participate in our weekly Tuesday and Wednesday night NALS Online Learning Center sessions. Each week a different topic is chosen as an educational subject or for discussion over the Internet lines. Come check us out!

### **WHO DO I CONTACT WITH REGARD TO MEMBERSHIP QUESTIONS?**

Sandra Bates, NALS Membership Services Manager or Tonya Bowman, NALS, Nashville Chapter Membership Director

### **WHAT DO THE FOLLOWING ACRONYMS MEAN?**

ALS . . . the basic certification for legal professionals: The ALS designation is an attainable goal for someone entering the legal support field. Demonstrate your acceptance of the challenge while improving your on-the-job skills in the areas of communication, accounting, office administration, ethics and legal procedures.

PLS . . . the advanced certification for legal professionals: The certified PLS designation is the best way to show off your expertise in areas including legal terminology and procedures, ethics, office procedures, and communication skills. That could mean more money and more opportunities for you, or it could mean doing a better job for your present employer! The PLS

certification is recommended by the American Council on Education ("ACE") as valuable college credit for as much as 27 semester hours.

PP: Professional Paralegal, this is the newest of the NALS Certifications

SMC: State Membership Chairman

LMC: Local Membership Chairman

CLE: Continuing Legal Education

CLA: Certified Legal Assistant

@Law: The Official NALS Magazine. As a member of NALS . . . the association for legal professionals, you will receive @LAW four times a year. Each issue features informative articles and time-saving resources. @LAW is so informative it won the coveted Gold Circle Award for Most Improved Magazine from the ASAE. The @LAW subscription rate for nonmembers of NALS is \$40.00 per year.



# Document Solutions, Inc

### NASHVILLE BRANCH

414 Union St. Suite 1210  
Nashville, TN 37219  
615.255.5343 tel  
615.255.4160 fax

### KNOXVILLE BRANCH

800 S. Gay St. Suite P365B  
Knoxville, TN 37929  
865.546.4414 tel  
865.546.4418 fax

- ▶ **Electronic Discovery**
- ▶ **Litigation Support**
- ▶ **Digital Forensics**
- ▶ **Design & Development**

Web - <http://Document-Solutions.biz>  
E-Mail - [info@Document-Solutions.biz](mailto:info@Document-Solutions.biz)



Call Jane e Dillon  
615-668-9565  
Accredited Buyers Representative  
Graduate Realtor® Institute  
Certification for Internet Professionalism

Village Real Estate  
2206 21<sup>st</sup> Ave S  
Nashville TN 37212  
383-6964

“My business is built on your **Providing Solutions with You in Mind!**  
If you have friend or family member looking to buy or sell, I would love to help!

Referrals”



Home and Property Solutions

# Land Surveying and Home Inspections

Providing Solutions with You in Mind!

Many Companies can offer one or the other of these two services. B2L offers both!

Serving the Entire Middle Tennessee Region!

**VISIT OUR WEBSITE!**

**WWW.B2LHPS.COM**

Contact Information:

1198 Old Pinnacle Rd.  
Joelton, TN 37080  
Phone: (615) 430-4490  
Email: b2lhps@gmail.com



**Call Today to get a FREE Quote on a Home Inspection or Land Survey!**

"B2L understands that "time is of the essence" when it comes to the real estate closing process. B2L will work with all parties involved to ensure that our services are provided in a timely manner. Trust B2L with all your land surveying and home inspection needs."

## ABS Tax and Accounting Service

4811 Lebanon Rd., Suite 102  
Hermitage, TN 37076  
Phone: (615) 883-8828  
Fax: (615) 883-6520  
E-mail: [absfinancial@comcast.net](mailto:absfinancial@comcast.net)

**(YOUR AD HERE)**

Become an advertiser with The Verdict. Please contact [vhellmer@lewisking.com](mailto:vhellmer@lewisking.com) for more information.