

Michael J. Malone Douglas County Law Library

2025 Registration Form

Due: JANUARY 15, 2025 Fee: \$50 per year

Kansas Supreme Court #: _____ Date: _____

Last Name: _____ First: _____ Middle Initial: _____

Business Mailing Address: _____
(available to the public)

Phone: _____ Fax: _____ Email (required) _____

(DISCLAIMER: I understand I am responsible for receiving emails from the Douglas County Law Library through MailChimp server and agree to subscribe to said emails from manager@dgkslawlibrary.org.)

Are you renewing your registration, **OR** registering for the first time? **CHOOSE ONE**

- Renewal registration
- New registration

Are you required to register, **OR** registering only to have a Law Library key, **OR** not required to register? **CHOOSE ONE**

*You are required by statute to register if your principal office, i.e., main office, is in Douglas County;
OR, if your principal office is in another state, but you reside in Douglas County. See K.S.A. 20-3126.*

- Required to register
- Registering only to have a key*
- Not required to register – **please state reason:** _____

**Upon registration, attorneys may request a key giving them access to the Law Library. Attorneys who are not required to register with the Law Library may do so to be issued a key. To be issued a Law Library key, please request a Key Application Packet from the Law Library Manager.*

Key cards must **ONLY be used by registered individual. A firm may request a key card for law clerks **separate** from attorney key cards.*

PAYMENT INFORMATION: **Please read**

- Form must be accompanied by a **check only** for \$50 made payable to **Douglas Co. Law Library** – no cash accepted.
- Check and form should be **mailed to Michael J Malone Douglas County Law Library**, 111 E 11th St, Lawrence, KS, 66044, **OR** presented, in person, in one of three ways:
 - *Law Library Mgr. hrs: Mon-1pm-5pm; Tues 8:30am-4:30pm; Wed/Thurs 8:30am-12:30pm
 - *Place in Drop box at main entrance to JLEC in envelope addressed to Law Library
 - *At Clerk's office to be placed in Law Library Manager's mailbox

Questions? 785-838-2477

Lindsey Pendry, Library Manager
mgrlawlib@dgcoks.gov