

Kern County Law Library Policy Re: Unregistered Legal Document Assistants (Approved by Unanimous Vote at Board of Trustees Meeting of 9/24/2025)

The Kern County Law Library offers the following clarification on the scope of services its staff may offer to self-represented patrons, and the limitations on the services its staff may offer to unregistered Legal Document Assistants (LDAs) and Unlawful Detainer Assistants (UDAs)

1. Assistance for Self-Represented Patrons

Library staff may assist self-represented individuals by reviewing documents the patron prepared themselves or that were prepared by an LDA or UDA registered in the county in which they work and bonded in the amount of \$25,000.00.

Library staff must make available books, other publications, and digital resources for inspection to all patrons, excepting those who refuse to abide by the library's General Regulations and Rules of Conduct, enacted by Board of Trustees vote December 15, 2010.

2. Prohibition of Certain Services to Unregistered LDAs & UDAs

If an individual preparing documents displays behaviors suggesting they that they are not a properly registered, bonded LDA or UDA, staff must refuse to review or assist with such documents until they have followed verification steps, including but not limited to requesting the individual present their county-issued Legal Document Assistant Registration card.