

Queensland

Legal Profession Act 2007
[sections 270(1) & (3)]

Notification of Appointment or Replacement of External Examiner

To: Queensland Law Society
179 Ann Street
Brisbane Qld 4000
(Attention: Manager, Trust Account Investigations)

Re:

(insert name of and address of law practice) ('the law practice')

To be completed by Law Practice:I,

(insert full name of legal practitioner) being a legal practitioner associate of the abovementioned law practice confirm

that

(insert full name of External Examiner) has been appointed as the external examiner of the practice and advise that the

date of appointment was (insert date of appointment).

In accordance with section 267(3), I advise I satisfied myself that the external examiner has the qualifications or experience prescribed under section 65 of the *Legal Profession Regulation 2007*, namely, he/she is:

(please tick the appropriate box)

registered as an auditor under the *Corporations Act 2001* (Cth); or

a member of CPA Australia Ltd ACN 008 392 452 who is entitled to use the letters 'CPA' or 'FCPA'; or

a member of The Institute of Chartered Accountants in Australia ARBN 084 642 571 who is entitled to use the letters 'CA' or 'FCA'; or

a member of the National Institute of Accountants ACN 004 130 643 who is entitled to use the letters 'MNIA', 'FNIA', 'PNA' or 'FPNA' and has completed a tertiary course of study in accounting with an auditing component from an institute prescribed under the *Corporations Act 2001* (Cth), section 1280(2); or

a person who the Chief Executive, Department of Justice & Attorney-General considers has appropriate qualifications as an auditor under the *Corporations Act 2001* (Cth);

and is not disqualified from being an external examiner under section 278 of the Act.



(legal practitioner's signature)

(date)

To be completed by External Examiner:

I,

(insert full name of External Examiner)

of

(insert address)

practising as a member of the accounting firm

(insert name of accounting firm if applicable)

email

phone

fax

consent to act as an external examiner of the trust records of the abovementioned law practice.

(external examiner's signature)

(date)

Note: The *Legal Profession Act 2007* requires a law practice to appoint an external examiner within 14 days of receiving trust money in this jurisdiction (sections 267(1) and 240) or within 14 days of the cessation of an external examiner (section 267(2)).

Sections 270(1) & (3) of the Act require a law practice to notify the Society within 30 days of receiving trust money in this jurisdiction or the cessation of an external examiner. Penalties for non-compliance may apply.

Please refer to the Queensland Law Society's website, www.qls.com.au, for a copy of its privacy policy.