

Applications for practising certificates in Queensland are made in accordance with ss24 and 50 of the *Legal Profession Act 2007* which, in general, requires all practitioners other than those fully employed as a government legal officer, to hold current practising certificates.

Applicant details *mandatory fields
*Full name (BLOCK LETTERS)
*First name
*Middle name/s
*Surname
I wish to apply for a practising certificate for the year ending 30 June 20 _____ (Year)

Personal details *mandatory fields
*Title (<i>Mr, Mrs, Miss, Ms, Mx, Other – please specify</i>)
*Date of birth
Are you an Australian Aboriginal person and/or Torres Strait Islander? <input type="checkbox"/> Yes <input type="checkbox"/> No
Gender <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Not specified
*Residential address
Postcode
Private telephone number <i>(Include area code)</i>
Mobile telephone number
Private email address

Employment details *mandatory fields	
<i>If associated with more than one law practice or employer, please append additional details. Please complete the following details about your law practice or employer.</i>	
*Law practice/employer	
*Street address	
Postcode	
*Postal address	
Postcode	
*Document exchange address	
Postcode	
*Telephone number <i>(Include area code)</i>	
*Facsimile number <i>(Include area code)</i>	
*Email address	
*Employment status	
<input type="checkbox"/> law practice <input type="checkbox"/> partner <input type="checkbox"/> sole practitioner <input type="checkbox"/> legal practitioner director <input type="checkbox"/> employee <input type="checkbox"/> consultant <input type="checkbox"/> community legal centre <input type="checkbox"/> limited principal <input type="checkbox"/> employee <input type="checkbox"/> volunteer <input type="checkbox"/> corporation (<i>including local government</i>)	<input type="checkbox"/> government <input type="checkbox"/> government department <input type="checkbox"/> government agency <input type="checkbox"/> judicial <input type="checkbox"/> locum tenens <input type="checkbox"/> teaching institution <input type="checkbox"/> retired <input type="checkbox"/> MDP legal practitioner partner <input type="checkbox"/> unemployed <input type="checkbox"/> other (<i>Please specify</i>) _____ _____
*Date of commencement in above status	

Academic qualifications	*mandatory fields
<i>List academic qualifications*</i>	

Admission details	*mandatory fields
<i>If your name is on the roll of persons admitted to the legal profession as an Australian lawyer in Queensland, please complete the following details.</i>	
*Date of admission in Queensland	
Basis of admission in Queensland	
<input type="checkbox"/> articles of clerkship <input type="checkbox"/> associateship <input type="checkbox"/> supervised traineeship <input type="checkbox"/> legal practice course <input type="checkbox"/> public service	<input type="checkbox"/> solicitor board or bar board examinations <input type="checkbox"/> other (Please specify) <hr/> <hr/>
<i>If you were admitted in another jurisdiction other than Queensland, please provide details of admission to practise in other jurisdictions other than Queensland.</i>	
*State or territory	*Date of admission
*Basis of admission in other jurisdiction	
<input type="checkbox"/> articles of clerkship <input type="checkbox"/> associateship <input type="checkbox"/> supervised traineeship <input type="checkbox"/> legal practice course <input type="checkbox"/> public service	<input type="checkbox"/> bar examinations <input type="checkbox"/> other (Please specify) <hr/> <hr/>

Privacy	
<p>Queensland Law Society ('the Society') is authorised to collect your personal information under the <i>Queensland Law Society Administration Rule 2005</i>, <i>Legal Profession Regulation 2017</i> and the <i>Legal Profession Act 2007</i> for the purpose of carrying out the Society's statutory obligations and duties.</p> <p>In addition, the Society intends to use the personal information you have provided in this form for a number of other purposes including:</p> <ul style="list-style-type: none"> • updating and maintaining details relating to your practise of law • providing your practising certificate history and employment history to members of the public • publishing any of the business details in any of the Society's publications • providing you with important information about matters affecting your practising certificate and some of the services offered by the Society (and on occasion providing that information to third parties in order to distribute those materials to you) • providing you with important information about membership of the Society • conducting research to identify the ongoing needs of the profession • providing the business details to members of the public through the Society's website search functions, and • providing to the Law Council of Australia, aggregate and anonymous data to identify the number of Indigenous practitioners in Queensland for research purposes. • providing your personal information to your employer for advice as to whether your employer will be paying for your practising certificate. 	<p>In accordance with the <i>Electronic Transactions (Queensland) Act 2001</i>, the Society may provide notices, such as practising certificate renewals, to you by electronic communication. By completing this application, your consent to this form of contact is taken to be given.</p> <p>The Society may also use third parties to administer and deliver services and communications to practitioners such as newsletters, weekly updates and online surveys by email or mail. Some third party suppliers or their products and services are located overseas. Business details and personal information you choose to provide on this application may be transferred to an overseas recipient and stored overseas to administer such services and communications to you. By completing this application, you agree to this transfer and Australian Privacy Principle 8.1 will not apply to this disclosure.</p> <p>If you do not wish your details to be used for any one or more of the above purposes, you should advise the Records section of the Society, GPO Box 1785, Brisbane Qld 4001 in writing.</p> <p>Further details about the Society's Privacy Statement, Plan and Code of Practice and the collection of personal information may be found on the Society's website, qls.com.au. Certain information from this form appears on our website qls.com.au.</p>

Indemnity rule	*mandatory fields
<i>All applicants for a practising certificate must comply with the Queensland Law Society Indemnity Rule 2005.</i>	
<input type="checkbox"/> *I will comply with the <i>Queensland Law Society Indemnity Rule 2005</i> .	

Declaration and disclosure requirements	*mandatory fields
*Have you been subject to any of the suitability matters mentioned in ss9 and 46 of the <i>Legal Profession Act 2007</i> which may affect your eligibility or fitness to hold a practising certificate?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If ' Yes ', provide details <i>(If you have previously disclosed any such matter to the Society, you need only provide the date of the correspondence in which you did so.)</i>	
*Have you been subject to any 'show cause event' as defined in Schedule 2 of the <i>Legal Profession Act 2007</i> which may affect your eligibility to hold a practising certificate?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If ' Yes ', have you provided a notice and statement as required by s68(1) of the <i>Legal Profession Act 2007</i> to the Society?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If ' Yes ', provide the date of the notice and statement	
If ' No ', provide a notice and statement <i>(attach to this form)</i>	
*Have you been disqualified from managing corporations under any law in place in Australia, including the <i>Corporations Act 2001</i> (Cth)?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If ' Yes ', provide details	
In accordance with r18A, Queensland Law Society Administration Rule 2005, it is the responsibility of each solicitor to provide any change of their details to Queensland Law Society in writing (GPO Box 1785 Brisbane Qld 4001 or facsimile number 07 3842 5999 or email records@qls.com.au) or you may amend the detail in your profile on our website	
I solemnly and sincerely declare that the information and particulars set forth in this form are complete and accurate in every detail.	
Signed	
Date	

Enquiries and completed payment details (if applicable) –

Records and Member Services, Queensland Law Society, GPO Box 1785, Brisbane Qld 4001
 p 1300 367 757 | f 07 3842 5999 | records@qls.com.au | For more information visit qls.com.au | ABN 33 423 389 441

Payment form for grant of a practising certificate



This is not part of the QLS FORM 1 (LPA)

Fees			
This application is accompanied by			
	Fee	GST	Total (include GST)
Practising certificate fee	\$	\$	\$
Fidelity fund contribution	\$	\$	\$
TOTAL	\$	\$	\$

Payment of fees	
Total payment \$	
<input type="checkbox"/> Cheque (made payable to Queensland Law Society Inc and stapled to this form)	
<input type="checkbox"/> Credit card (Diners Club is not accepted)	
<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Amex	
Card number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Cardholder name	_____
Expiry date	_____ / _____ Amount \$
Cardholder signature	_____

Enquiries and completed payment details (if applicable) –