

# Notice of a Corporation's Intention to Engage in Legal Practice in Queensland

Queensland | *Legal Profession Act 2007* | section 114(1)

QLS FORM 23 (LPA) | version 5

Before a corporation starts to engage in legal practice in Queensland, it must use this form to give the Queensland Law Society ('QLS') notice of its intention to do so.

*If there is insufficient space in any section of the form, please attach an additional page. Only complete the relevant parts of this form.*

## 1. Details of proposed incorporated legal practice ('ILP')

Name of the corporation

Australian Company Number

Business or trading names (if any)

Registered office

Practice address

Postcode

Postal address

Postcode

DX number and location

Telephone number

Facsimile number

Email address

Website

## 2. Structure of proposed ILP

Under the LPA, an LPD is defined as a director who is an Australian legal practitioner ('ALP') (as defined in s6(1)) holding a principal practising certificate. An ILP must have at least one LPD. If it ceases to do so, it must use QLS Form 26 (LPA) to notify Queensland Law Society as soon as possible.

Full name and address of each legal practitioner director ('LPD')

*(as notified to the Australian Securities and Investments Commission ('ASIC'))*

*(Insert name/s)*

*(Insert address/es)*

If there is more than one LPD, who do you nominate as the contact person for correspondence?

*(Insert name)*

Full name and address of each director who is an ALP (as notified to ASIC), but who is not a principal practising certificate holder and is therefore not a legal practitioner director

*(Insert name/s)*

*(Insert address/es)*

Full name and address of each director who is not an ALP *(as notified to ASIC)*

*(Insert name/s)*

*(Insert address/es)*

Enquiries and completed form (if applicable) –

Records and Member Services, Queensland Law Society, GPO Box 1785, Brisbane Qld 4001  
p 1300 367 757 | f 07 3220 0616 | records@qls.com.au | For more information visit [qls.com.au](http://qls.com.au) | ABN 33 423 389 441

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## 2. Structure of proposed ILP *cont.*

Full name and job title of each ALP (*other than those mentioned above*) who is the holder of a principal practising certificate

(Insert name/s)

(Insert address/es)

Full name and job title of each other ALP (*other than those named above*) who is the holder of an employee level practising certificate

(Insert name/s)

(Insert address/es)

## 3. Date corporation intends to start engaging in legal practice in Queensland

Proposed start date

## 4. Will the proposed ILP be taking over the business of an existing law practice?

yes  no

If 'yes', please state the name of the existing law practice

## 5. Supporting documents

- Please attach a copy of the certificate of registration issued by ASIC. In respect of another body corporate prescribed by regulation under s110 of the LPA, please attach evidence of incorporation.
- Please attach a copy of the current ASIC record of officeholders of the company. In respect of another body corporate prescribed by regulation under s110 of the LPA, please attach evidence of the officeholders.
- If the corporation operates under a business or trading name, please attach a copy of the certificate of registration of business name issued by ASIC.

## 6. Certification

*This certification must be signed by an LPD.*

I certify that the information set out in this form is true and complete.

Signature

Full name

Date

Send to Queensland Law Society  
Level 2, Law Society House  
179 Ann Street  
Brisbane Qld 4000  
GPO Box 1785  
Brisbane Qld 4001

## Privacy

Queensland Law Society ('the Society') is collecting the personal information in this form under s14(1) of the LPA. We will use the information in the course of performing our regulatory and member services functions.

The information may be provided to various organisations, such as the Legal Services Commission, corresponding interstate authorities and ASIC, in accordance with the LPA.

It may also be provided to the Supreme Court for the purpose of proceedings under s132 (Banning of ILPs) or s133 (Disqualification from managing ILP) of the LPA, and may thereby be in the public domain. Further, it may be given to other parties, if required by law.

In accordance with the *Electronic Transactions (Queensland) Act 2001*, the Society may provide notices, such as practising certificate renewals, to you by electronic communication. By completing this form, your consent to this form of contact is taken to be given.

The Society may also use third parties to administer and deliver services and communications to practitioners 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 form may be transferred to an overseas recipient and stored overseas to administer such services and communications to you. By completing this form, you agree to this transfer and Australian Privacy Principle 8.1 will not apply to this disclosure.

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.

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](http://qls.com.au).