

# Notice that an Incorporated Legal Practice no longer has a Legal Practitioner Director

If an incorporated legal practice ('ILP') stops having at least one legal practitioner director ('LPD'), it must give this notice to the Queensland Law Society ('the Society') as soon as possible after it stops having an LPD.

**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 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. Date ILP stopped having an LPD

*(Insert date)*

## 3. Structure of 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 – s117(1).

Full name and address of each person who stopped being an LPD on the date mentioned in section 2 above

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

*(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)*

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

*(Insert name/s)*

## 4. Supporting document

A copy of the current officeholders of the corporation as recorded by ASIC must be submitted with this form.

## 5. Declare and sign

*This certification must be signed by a director of the ILP.*

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 s119(2) 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 become a public record. 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 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).