

Applications for volunteer 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.

(Insert name)

wish to apply for a volunteer practising certificate to enable me to provide legal services as a volunteer for a corporation mentioned in s6 of the *Legal Profession Regulation 2007* (Qld) (ie, approved community legal centres, etc) and/or a pro bono project approved by the Australian Pro Bono Centre (APBC) (ACN 102 444 557) as set out in r15A(1) of the *Queensland Law Society Administration Rule 2005* for the year ending

(Insert year)

30 June

Section A – Personal details

**Mandatory fields*

*First name

*Surname

*Title *(Mr, Mrs, Miss, Ms, Other – please specify)*

*Date of birth

*Are you an Australian Aboriginal person and/or Torres Strait Islander? yes no

*Gender male female

*Residential address

Postcode

*Mobile/private telephone number *(Include area code)*

*Indicate if you suffer from any infirmity or illness that might affect your ability to practise

(Note: In accordance with s50(3) of the *Legal Profession Act 2007*, the applicant's attention is drawn to s67(3) of that Act in relation to information that need not be disclosed.)

Section B – Admission details

**Mandatory fields*

If your name is on the Roll of Legal Practitioners in Queensland

*Date of admission in Queensland

(Insert day) *(Insert month)* *(Insert year)*

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"/> bar examinations |
| <input type="checkbox"/> other <i>(please specify)</i> | |

If you were admitted in another jurisdiction other than Queensland

Details of admission to practise in another jurisdiction other than Queensland

*State *(Insert state)*

*Date of admission in Queensland

(Insert day) *(Insert month)* *(Insert year)*

*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"/> bar examinations |
| <input type="checkbox"/> other <i>(please specify)</i> | |

*Academic qualifications *(eg, LLB (Bond), BCom)*

Section C – Community legal centre details *Mandatory fields	
If associated with more than one community legal centre, please append additional details.	
*Name of community legal centre	
*Street address	
	Postcode
*Postal address	
	Postcode
Document exchange address	
	Postcode
*Telephone number	(Include area code)
*Facsimile number	(Include area code)
*Preferred email address	

Section D – Pro bono project(s) *Mandatory fields	
*Do you intend to undertake a pro bono project approved by the Australian Pro Bono Centre (APBC) (ACN 102 444 557)?	<input type="checkbox"/> yes <input type="checkbox"/> no

Section D – Pro bono project(s) *Mandatory fields	
All applicants for a practising certificate must comply with the <i>Queensland Law Society Indemnity Rule 2005</i> .	
*I will comply with the <i>Queensland Law Society Indemnity Rule 2005</i>	<input type="checkbox"/>
*I am employed by a community legal centre/Aboriginal and TorresStrait Islander legal service and am covered by professional indemnity insurance cover that complies with the <i>Legal Profession Act 2007</i> and is for at least \$1.5 million (including defence costs) on any one claim.	<input type="checkbox"/>

7. Consent and certification *Mandatory fields
I solemnly and sincerely declare that the information and particulars set forth in this form are complete and accurate in every detail.
There exist none of the grounds set forth in ss51(3), 51(4), and 69(1) of the <i>Legal Profession Act 2007</i> for refusing a practising certificate.
*Signature
*Date

Privacy
Queensland Law Society ('the Society') is collecting the personal information in this form under ss181 and 182 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 and corresponding interstate and overseas authorities, in accordance with the LPA. It may also be given to other parties, if required by law.
In addition, the Society intends to use the personal information you have provided in this form for a number of other purposes including:
<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.
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.
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 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.
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 .
In accordance with r18A, Queensland Law Society Administration Rule 2005, it is the responsibility of each solicitor to provide any change of address or place of employment to Queensland Law Society in writing (GPO Box 1785 Brisbane Qld 4001 or facsimile number 07 3220 0616 or email records@qls.com.au) or you may amend the detail in your profile on our website.