

Application for Grant of a Practising Certificate

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.

* mandatory fields	<p>* I,..... (first names in BLOCK LETTERS)</p> <p>* (surname in BLOCK LETTERS)</p> <p>wish to apply for a practising certificate for the year ending</p> <p>30 June 20 (year)</p>
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<p>Section A – Personal details</p> <p>* mandatory fields</p>	<p>1 * Title Mr Mrs Miss Ms Other (please specify)</p> <p>2 * Date of birth.....</p> <p>3 Are you an Australian Aboriginal person and/or Torres Strait Islander?</p> <p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>4 Gender <input type="checkbox"/> male <input type="checkbox"/> female</p> <p>5 Residential address:.....</p> <p>.....</p> <p>Postcode</p> <p>6 Private telephone number (include area code)</p> <p>Mobile telephone number</p> <p>7 Email address</p> <p>8 Indicate if you suffer from any infirmity or illness that might affect your ability to practise</p> <p>.....</p> <p>.....</p>
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<p>Section B – Admission details</p> <p>* mandatory fields</p>	<p>9 * If your name is on the roll of persons admitted to the legal profession as a lawyer in Queensland:</p> <p>Date of admission in Queensland.....</p> <p>Basis of admission in Queensland.....</p> <p><input type="checkbox"/> articles of clerkship <input type="checkbox"/> associateship <input type="checkbox"/> supervised traineeship</p> <p><input type="checkbox"/> legal practice course <input type="checkbox"/> public service <input type="checkbox"/> bar examinations</p> <p><input type="checkbox"/> other.....(please specify)</p>
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<p>* mandatory fields</p>	<p>10 * If you were admitted in another jurisdiction other than Queensland: Details of admission to practise in another jurisdiction other than Queensland State..... 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)</p>
<p>* mandatory fields</p>	<p>11 * Academic qualifications(eg, LLB (Bond), BCom)</p>
<p>Section C – Employment details If associated with more than one law practice or employer, please append additional details. * mandatory fields</p>	<p>Please complete the following details about your law practice or employer.</p> <p>12 * Law practice/employer</p> <p>13 * Street address</p> <p>.....</p> <p>14 * Postal address..... </p> <p>15 * Document exchange address.....</p> <p>16 * Telephone number (include area code)</p> <p>17 * Facsimile number (include area code)</p> <p>18 * Employment status</p> <p>(a) <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</p> <p>(b) <input type="checkbox"/> community legal centre</p> <p>(c) <input type="checkbox"/> corporation</p> <p>(d) <input type="checkbox"/> government <input type="checkbox"/> government department <input type="checkbox"/> government agency <input type="checkbox"/> local government</p> <p>(e) <input type="checkbox"/> judicial</p> <p>(f) <input type="checkbox"/> locum tenens</p> <p>(g) <input type="checkbox"/> teaching institution</p> <p>(h) <input type="checkbox"/> retired</p> <p>(i) <input type="checkbox"/> ILP non-director principal</p> <p>(j) <input type="checkbox"/> MDP legal practitioner partner</p> <p>(k) <input type="checkbox"/> unemployed</p> <p>(l) <input type="checkbox"/> other.....(please specify)</p> <p>19 * Date of commencement in above status</p> <p>20 * Do you intend to undertake free legal work for a corporation specified in s6 of the <i>Legal Profession Regulation 2007</i> and/or a pro bono project approved by the National Pro Bono Resource Centre (ACN 102 444 557)? <input type="checkbox"/> yes <input type="checkbox"/> no</p>

<p>Section D – Indemnity rule</p> <p><i>* mandatory fields</i></p>	<p>All applicants for a practising certificate must comply with the <i>Queensland Law Society Indemnity Rule 2005</i>.</p> <p>21 * <input type="checkbox"/> I will comply with the <i>Queensland Law Society Indemnity Rule 2005</i>.</p> <p>22 * <input type="checkbox"/> I am employed by a community legal centre/Aboriginal and Torres Strait 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 on any one claim.</p>
<p>Section E – Declaration and disclosure requirements</p> <p><i>* mandatory fields</i></p>	<p>23 * 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 to hold a practising certificate?</p> <p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>If 'yes', provide details.....</p> <p><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></p> <p>.....</p> <p>24 * 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?</p> <p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>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?</p> <p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>If 'yes', provide the date of the notice and statement.....</p> <p>If 'no', provide a notice and statement <i>(attach to this form)</i></p> <p>25 * Have you been disqualified from managing corporations under any law in place in Australia, including the <i>Corporations Act 2001 (Cth)</i>?</p> <p><input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>If 'yes', provide details.....</p>
	<p>I declare that the information and particulars set forth in this form are true in substance and in fact.</p> <p>Signed</p> <p>Dated.....</p>

<p>Privacy</p>	<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 2007</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 • 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 (such as educational and professional development programs) (and on occasion providing that information to third parties in order to distribute those materials to you) • 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 or through referrals, and • providing to the Law Council of Australia, aggregate and anonymous data to identify the number of Indigenous practitioners in Queensland for research purposes. <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>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.</p>
	<p>Certain information from this form is recorded in the <i>Queensland Law Society Legal Directory and Diary</i> and appears on our website qls.com.au.</p> <p>In accordance with r18A, <i>Queensland Law Society Administration Rule 2005</i>, 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 k.davis@qls.com.au) or you may amend the detail in your profile on our website.</p>

'Full' membership of the Society is available for those practitioners who hold a current practising certificate but who do not engage in practice as or in the manner of a barrister or to Australian registered foreign lawyers. If you do not fit into either of those categories, you may be entitled to apply for 'associate' membership of the Society. If you do not hold a current practising certificate and wish to be a 'full' member, you may make an application to the Society.

	<p>I,..... (first names in BLOCK LETTERS) (surname in BLOCK LETTERS) wish to become a member of Queensland Law Society for the year ending 30 June 20(year).</p>
<p>Part 1 – Member details</p>	<p>1 Preferred name.....(for nametag use) 2 Decorations, honours..... (not including your academic qualifications) (eg AO, OBE) 3 Do you read, understand and speak any language other than English? <input type="checkbox"/> fluent <input type="checkbox"/> conversation only <input type="checkbox"/> no indicate language(s) 4 Are you a Notary Public in Queensland? <input type="checkbox"/> yes <input type="checkbox"/> no 5 Are you a Commissioner for Affidavits? (do not include a Justice of the Peace or Commissioner of Declarations) <input type="checkbox"/> yes <input type="checkbox"/> no If yes, please specify States, Territories and/or Countries</p>
<p>Note</p>	<p>If you hold a current practising certificate issued by Queensland Law Society – go to Parts 5 and 6 (there is no need to complete Parts 2, 3 or 4).</p>
<p>Part 2 – Personal details * mandatory fields</p>	<p>6 * Title Mr Mrs Miss Ms Other (please specify) 7 * Date of birth 8 Gender <input type="checkbox"/> male <input type="checkbox"/> female 9 Residential address..... Postcode 10 Private telephone number (include area code) Mobile telephone number..... 11 * Email address</p>

<p>Part 3 – Admission details</p> <p><i>If your name is on the roll of persons admitted to the legal profession as a lawyer in Queensland, please complete the following details.</i></p> <p><i>* mandatory fields</i></p>	<p>12 * Date of admission in Queensland.....</p> <p>13 Basis of admission in Queensland</p> <p>14 * Details of admission to practise in other jurisdictions other than Queensland</p> <p>State.....</p> <p>Date of admission.....</p> <p>State.....</p> <p>Date of admission.....</p>
<p>Part 4 – Employment details</p> <p><i>Please complete the following details about your firm or employer. If associated with more than one firm or employer, please append additional details.</i></p> <p><i>* mandatory fields</i></p>	<p>15 * Firm name/employer</p> <p>16 * Street address</p> <p>.....</p> <p>17 * Postal address.....</p> <p>.....</p> <p>18 * Document exchange address.....</p> <p>19 * Telephone number (include area code)</p> <p>20 * Facsimile number..... (include area code)</p> <p>21 * Employment status.....</p>
<p>Part 5 – Member card</p>	<p>As a member of Queensland Law Society you will automatically receive a member card which entitles you to the various benefits associated with your membership. This card carries a compulsory signature strip and a bar code.</p>
<p>Part 6 – Suitability matters</p>	<p>Have you ever been:</p> <ul style="list-style-type: none"> An insolvent under administration (as defined in Schedule 2 of the <i>Legal Profession Act 2007</i>)? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, please state period: from:..... (date) to: (date) Nature of Insolvency Convicted of a serious offence or an offence against a relevant law or a corresponding law (as defined in Schedule 2 of the <i>Legal Profession Act 2007</i>)? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, please state date of conviction: (date) Nature of Offence

	<p>Sentence <i>(if applicable)</i></p> <p>.....</p> <p>.....</p> <p>.....</p> <p>I acknowledge if I am accepted as a member of the Society, my membership will be governed by:</p> <ul style="list-style-type: none"> • the relevant provisions of the <i>Legal Profession (Society) Rules 2007</i> • the relevant provisions of the <i>Legal Profession Act 2007</i> • any other rules, regulations or laws governing my conduct as a member of the Society.
<p>Part 7 – Applicant to sign</p>	<p>I declare that the information and particulars set forth in this form are true in substance and in fact.</p> <p>Signed</p> <p>Dated</p>
<p>Privacy</p>	<p>Queensland Law Society ('the Society') is authorised to collect your personal information under the <i>Legal Profession (Society) Rules 2007</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"> (a) updating and maintaining your membership records (b) publishing any of the business details in any of the Society's publications (c) providing you with important information about the Society and its services (such as educational and professional development programs), matters affecting your membership (d) providing you with information, promotional materials and incentives included as part of your member benefits (and on occasion providing that information to third parties in order to distribute those materials to you) (e) conducting research to identify the ongoing needs of members (f) providing the business details to members of the public through the Society's website search functions or through referrals (g) providing the business details to the Law Council of Australia in order for them to send you electronic monthly newsletters and presidential messages. <p>In accordance with the <i>Electronic Transactions (Queensland) Act 2001</i>, the Society may provide notices, such as membership renewals and notices for Council Elections, 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 members such as newsletters, weekly updates, and member benefits by email or mail. Some third party suppliers or their products and services are located overseas. Business details you choose to provide on this application may be transferred and stored overseas to administer such services and communications to you. By completing this application, you agree to this transfer.</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.</p>

Fees

This is not part of the QLS Form 1 (LPA) or QLS Form 1 (SR).

This application is accompanied by:

	Fee	GST	Total (include GST)
Practising certificate fee	\$	–	\$
Fidelity fund contribution	\$	–	\$
Membership subscription	\$	\$	\$
* Limitation of liability scheme	\$	\$	\$
TOTAL	\$	\$	\$

* This fee is only applicable to solicitors in law practices – please check with your law practice if this fee is payable. For further information visit qls.com.au.

Payment of fees

Total payment

\$

You may make payment by:

- cash (must be made personally at 179 Ann Street, Brisbane)
- cheque made payable to Queensland Law Society Inc and stapled to this form
- credit card (Diners Club is **not** accepted)
 - Visa Mastercard Amex

Card #

cardholder name

expiry date /

amount \$

cardholder signature

This document will be a tax invoice for GST purposes when you make payment. Please retain a copy of this for GST records.
 ABN 33 423 389 441

Please send the completed application and the applicable fee to:

Records
 Queensland Law Society
 GPO Box 1785
 BRISBANE QLD 4001

Special interest questionnaire

To enable the Queensland Law Society to keep you up-to-date with information important to you, please tick your areas of interest.

- | | |
|--|---|
| <input type="checkbox"/> <i>Administrative law</i> | <input type="checkbox"/> <i>Maritime Law</i> |
| <input type="checkbox"/> <i>Alternative Dispute Resolution</i> | <input type="checkbox"/> <i>Media and Entertainment</i> |
| <input type="checkbox"/> <i>Anti-Discrimination</i> | <input type="checkbox"/> <i>Medical and Pharmaceutical</i> |
| <input type="checkbox"/> <i>Aviation</i> | <input type="checkbox"/> <i>Personal Injuries Law</i> |
| <input type="checkbox"/> <i>Banking and Finance</i> | <input type="checkbox"/> <i>Planning & Environment</i> |
| <input type="checkbox"/> <i>Building and Construction</i> | <input type="checkbox"/> <i>Practice Management</i> |
| <input type="checkbox"/> <i>Civil Litigation</i> | <input type="checkbox"/> <i>Product Liability</i> |
| <input type="checkbox"/> <i>Corporate and Commercial Law</i> | <input type="checkbox"/> <i>Professional Negligence</i> |
| <input type="checkbox"/> <i>Criminal Law</i> | <input type="checkbox"/> <i>Property – Body Corporate</i> |
| <input type="checkbox"/> <i>Elder Law/Retirement Villages</i> | <input type="checkbox"/> <i>Property - Comm.Conveyancing</i> |
| <input type="checkbox"/> <i>Employment/Industrial Relation</i> | <input type="checkbox"/> <i>Property – Commercial Leasing</i> |
| <input type="checkbox"/> <i>Ethics</i> | <input type="checkbox"/> <i>Property - Resident. Conveyancing</i> |
| <input type="checkbox"/> <i>Family Law</i> | <input type="checkbox"/> <i>Property -Property Development</i> |
| <input type="checkbox"/> <i>Finance & Securities</i> | <input type="checkbox"/> <i>Resources/Mining</i> |
| <input type="checkbox"/> <i>Franchising</i> | <input type="checkbox"/> <i>Revenue and Tax Law</i> |
| <input type="checkbox"/> <i>Immigration Law</i> | <input type="checkbox"/> <i>Small Business</i> |
| <input type="checkbox"/> <i>Insolvency/Reconstruction</i> | <input type="checkbox"/> <i>Superannuation/Trusts</i> |
| <input type="checkbox"/> <i>Insurance Law</i> | <input type="checkbox"/> <i>Tourism and Leisure</i> |
| <input type="checkbox"/> <i>Intellectual Prop/Copyright</i> | <input type="checkbox"/> <i>Trade Practices</i> |
| <input type="checkbox"/> <i>IT/Technology</i> | <input type="checkbox"/> <i>Wills and Estates</i> |
| <input type="checkbox"/> <i>Local Government\Town Planning</i> | <input type="checkbox"/> <i>Other</i> |
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