

Application for Grant of a Principal Practising Certificate – Upgrade from Non-Principal Practising Certificate

	<p>I,..... (first names in BLOCK LETTERS) (surname in BLOCK LETTERS)</p> <p>wish to apply for a principal practising certificate for the year ending 30 June 20..... (year)</p>
<p>A – Practice Management Course requirements</p> <p><i>Please mark the appropriate boxes below with a tick or a cross.</i></p>	<p><input type="checkbox"/> I am exempt from Practice Management Course requirements (ie, was admitted in Queensland prior to 17 December 1988)</p> <p><input type="checkbox"/> I have completed Practice Management Course Date completed</p> <p><input type="checkbox"/> I have been granted a waiver/deferment of the Practice Management Course</p> <p><input type="checkbox"/> My Practice Management Statement is current</p>
<p>B – Practice</p>	<p>(complete either Part 1 or Part 2)</p>
<p>Part 1 – If entering a sole practice, incorporated legal practice or multi-disciplinary legal practice</p> <p><i>Please mark the appropriate boxes below with a tick or a cross.</i></p>	<p><input type="checkbox"/> I intend to engage in sole practice</p> <p><input type="checkbox"/> I am entitled to hold a principal practising certificate</p> <p><input type="checkbox"/> I intend to commence a new law practice</p> <p><input type="checkbox"/> I intend to commence an incorporated legal practice – I attach QLS Form 23 (LPA) and supporting documentation</p> <p><input type="checkbox"/> I intend to commence a multi-disciplinary legal practice – I attach QLS Form 27 (LPA) and supporting documentation</p> <p>Name of practice</p> <p>Address..... </p> <p>Telephone</p> <p>Date of commencement.....</p> <p><input type="checkbox"/> I attach an insurance questionnaire</p>
<p>Part 2 – If entering an existing law practice, incorporated legal practice or multi-disciplinary legal practice</p> <p><i>Please mark the appropriate boxes below with a tick or a cross.</i></p>	<p><input type="checkbox"/> I am entitled to hold a principal practising certificate</p> <p><input type="checkbox"/> I am entering an existing law practice</p> <p><input type="checkbox"/> I am entering an existing multi-disciplinary partnership</p> <p><input type="checkbox"/> I am entering an existing incorporated legal practice</p> <p><input type="checkbox"/> As a legal practitioner director</p> <p><input type="checkbox"/> As a non-director principal</p> <p>Name of practice</p> <p>Date to commence</p> <p><input type="checkbox"/> I attach formal notification from an existing partner of the partnership appointment. Note: in the case of an ILP non-director principal, this notification should confirm that the position has significant status and supervision responsibilities within the practice.</p> <p><input type="checkbox"/> I confirm that the law practice has been issued with a certificate of insurance</p>

<p>C – Signature</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>Please note</p>	<ul style="list-style-type: none"> • A tax invoice will be issued for the upgrading fees and professional indemnity insurance (where applicable) upon receipt of this application. • You should not advertise or hold yourself out as a 'partner', 'sole practitioner' or 'legal practitioner director' until your practising certificate is in order. • For further information or assistance, you can contact the Records section at the Society on telephone 07 3842 5888.