

Eligible QLS members who wish to be listed on the QLS Locum Register may apply to be included by completing this application form and paying the applicable processing fee. Applications cannot be processed without the required information.

QLS reserves the right to refuse any application to place a name on the Register.

If accepted, practitioners will be required to pay an annual administrative fee of \$50 + GST when they renew their practising certificate and QLS membership.

Personal details

| | |
|---|--|
| QLS Member Number | |
| First name | |
| Last Name | |
| Postal address | |
| Postcode | |
| Contact phone number (to appear on the website) | |
| Contact email (to appear on the website) | |
| Languages spoken | |
| Date of Admission | |
| Do you hold a current Unrestricted Practising Certificate? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Do you hold, or are you eligible to hold, a Principal Practising Certificate? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are you a member of the Limitation of Liability Scheme? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Do you have >10 years post admission experience (PAE)? | <input type="checkbox"/> Yes <input type="checkbox"/> No* <small>*you may not be eligible for the locum service</small> |

Personal details continued

Do you have any current outstanding complaints? Yes No

If yes, please identify:

The Legal Services Commissioner

The Legal Practice Committee

Queensland Law Society

Other _____

Please provide details of complaint:

Are you the subject of a 'Show Cause Event' in the past 5 years? Yes No

If yes, provide details:

Do you have a current PII insurance with Lexon Insurance? Yes No

Have you lodged a claim with Lexon Insurance in the past 5 years? Yes No

Has the QLS Trust Account Investigations Team conducted an investigation in the past 5 years in relation to any trust account of which you are a signatory where that investigation revealed substantial breaches or minor breaches of the *Legal Profession Act 2007* or the *Trust Accounts Act 1973*? Yes No

Are you an accredited specialist?

(Select your area of accreditation)

- Business Law
- Commercial Litigation
- Criminal Law
- Family Law
- Immigration Law
- Mediation
- Personal Injuries
- Property Law
- Succession Law
- Taxation Law
- Workplace Relations Law

Please complete and return this form to –

Queensland Law Society, GPO Box 1785, Brisbane Qld 4001
p 1300 367 757 | ethics@qls.com.au | For more information visit qls.com.au | ABN 33 423 389 441

Areas of law to be listed in

| | |
|---|---|
| <input type="checkbox"/> General Practice | <input type="checkbox"/> Insolvency/debt recovery |
| <input type="checkbox"/> Business Law | <input type="checkbox"/> Immigration |
| <input type="checkbox"/> Commercial Law | <input type="checkbox"/> Intellectual Property |
| <input type="checkbox"/> Conveyancing | <input type="checkbox"/> Personal Injury Law |
| <input type="checkbox"/> Criminal Law | <input type="checkbox"/> Property Law |
| <input type="checkbox"/> Civil Litigation | <input type="checkbox"/> Traffic Law |
| <input type="checkbox"/> Elder Law | <input type="checkbox"/> Succession Law |
| <input type="checkbox"/> Employment Law | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Family Law | |

Do you have experience in

Trust account management & Supervision

Computing/IT

Staff supervision

Appropriate management systems

Operating a legal practice

Preferred location

Anywhere in Queensland

Far North Queensland

Port Douglas

Cairns

Tablelands

Torres Strait/Weipa

Tully

North Queensland

Townsville

Charters Towers

Cloncurry

Mt Isa

Bowen

Ingham

Mackay, Isaac & Whitsunday

Proserpine

Airlie Beach

Central Queensland

Rockhampton

Gladstone

Barcaldine

Longreach

Biloela

Emerald

South West Queensland

Roma

Charleville

Preferred location continued

Wide Bay-Burnett

Gympie

Bundaberg

Fraser Coast

North Burnett

South Burnett/Cherbourg

Hervey Bay

Maryborough

Kingaroy

South East Queensland

Sunshine Coast

Brisbane

Gold Coast

Darling Downs/ South West

Toowoomba

Maranoa

Other – please specify

Please complete and return this form to –

Queensland Law Society, GPO Box 1785, Brisbane Qld 4001
 p 1300 367 757 | ethics@qls.com.au | For more information visit qls.com.au | ABN 33 423 389 441

Describe in 250 words or less how do you maintain and continue your on-going professional development:

Describe in 250 words or less your communication skills – how do you communicate, when do you do so, your preferred mode of communication:

Describe in 250 words or less how you demonstrate your self-organisation, time-management skills and your understanding of the requirements of appropriate management systems for sole, micro or small practices:

Please complete and return this form to –

Queensland Law Society, GPO Box 1785, Brisbane Qld 4001
p 1300 367 757 | ethics@qls.com.au | For more information visit qls.com.au | ABN 33 423 389 441

Please provide two references (500 words or less) from either colleagues or clients on your:

- communication skills
- reliability and trustworthiness
- level of resilience (being able to calmly and efficiently handle situations outside your usual experience).

Conditions and acknowledgments

By signing the below you acknowledge and agree that:

- You consent to QLS Ethics and Practice Support Centre conducting a check with LSC, Lexon Insurance, QLS Regulations and Trust Accounts.
- QLS requires that you disclose any matters that may impact your suitability including but not limited to any regulatory or disciplinary enquiry or investigation or Lexon claim within seven days of being notified of the enquiry, investigation or claim.
- QLS will conduct an annual update of your details and desire to remain as a locum.
- QLS does not guarantee that you will be placed on the locum register.
- QLS does not guarantee that you will be placed in a locum position.
- You are responsible for negotiating your remuneration with the prospective employer. Any employment contract is strictly between yourself and the employer.

Practitioner's signature

Date

Privacy notice

WE RESPECT YOUR PRIVACY. This form asks for personal information. Please refer to our **Personal Information Collection Notice** for more details. The notice can be accessed **here**. If you have any questions or are unable access it online, please contact us on 1300 367 757.

Please complete and return this form to –

Queensland Law Society, GPO Box 1785, Brisbane Qld 4001
p 1300 367 757 | ethics@qls.com.au | For more information visit qls.com.au | ABN 33 423 389 441