

NOTIFICATION BY AN INTERSTATE LEGAL PRACTITIONER OFFERING AND PROVIDING LEGAL SERVICES FROM AN OFFICE IN NEW SOUTH WALES



THIS IS A VOLUNTARY NOTIFICATION FORM FOR THOSE INTERSTATE LEGAL PRACTITIONERS OFFERING AND PROVIDING LEGAL SERVICES FROM AN OFFICE IN NEW SOUTH WALES AND WHO WISH TO BE RECORDED WITH THE LAW SOCIETY OF NEW SOUTH WALES.

- To be completed by an Australian legal practitioner who holds a practising certificate in a jurisdiction outside of New South Wales and wishes to engage in legal practice from an office in this jurisdiction.
- All questions are mandatory except where indicated otherwise.

1. PRACTITIONER DETAILS:

Surname:	First name:
Other names:	Preferred first name (if any):
Former names:	Title: Mr Mrs Ms Miss Dr <input type="text" value="Other:"/>
Post nominals:	Gender: Male Female
Place of birth:	Date of birth (DD/MM/YYYY): <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Country of birth:

2. INTERSTATE REGISTRATION (NOTE A)

Australian jurisdiction which is your home jurisdiction:

Have you had any special condition or undertaking imposed in Australia or a foreign country as a result of criminal, civil or disciplinary proceedings which may restrict your entitlement to practise law? Yes (please provide details below) No

 Attach additional page if necessary.

Are you currently the subject of disciplinary proceedings (including any preliminary investigation or action that may lead to disciplinary proceedings) in Australia or a foreign country? Yes (please provide details below) No

 Attach additional page if necessary.

3. PRACTICE DETAILS

PRINCIPAL PLACE OF PRACTICE INTERSTATE:

Name of law practice/employer:	
Street number and name:	
Suburb:	State:
Country:	Postcode:
Telephone:	Fax:
Mobile:	Email address:

PLACE OF PRACTICE IN NEW SOUTH WALES:

Street number and name:	
Suburb:	State:
Country:	Postcode:
Telephone:	Fax:
Mobile:	

ADDRESS FOR SERVICE:

Street number and name:	
Suburb:	State:
Country:	Postcode:

4. CATEGORY OF PRACTICE (NOTE B)

I am notifying my category of practice as a (select one only): Principal of a law practice (Interstate) Employee of a law practice (Interstate)

5. DECLARATION (NOTE C)

I declare that the contents of this notification are true and correct and that I am authorised to engage in legal practice by the interstate registration authority of my home jurisdiction and that;

- I intend to engage in legal practice from an office in New South Wales within a reasonable time.
- I am not the subject of disciplinary proceedings in Australia or a foreign country (including any preliminary investigations or action that might lead to disciplinary proceedings).
- My registration or authorisation is not cancelled or currently suspended in any place as a result of disciplinary action.
- I am not otherwise personally prohibited from engaging in legal practice in any place or bound by any undertaking not to engage in legal practice in any place as a result of criminal, civil or disciplinary proceedings in any place.
- I undertake to notify The Law Society of New South Wales within 7 days if I cease to be the holder of a current interstate practising certificate.

Signed:

Dated (DD/MM/YYYY): / /

6. LODGEMENT OF NOTIFICATION FORM

Please return completed form to:

LAW SOCIETY REGISTRY
170 Phillip Street, Sydney NSW 2000
or DX 362 Sydney

Please direct any queries to the Registry on:

Email: registry@lawsociety.com.au
Telephone: +61 2 9926 0156
Fax: +61 2 9926 0257

EXPLANATORY NOTES

NOTE A: INTERSTATE REGISTRATION

The following supporting documents must be attached to your notification:

- A copy of your current Australian practising certificate issued by the interstate registration authority specified in this notification which verifies your eligibility to practise law in Australia.

NOTE B: CATEGORY OF PRACTICE

The interstate practising certificate held must entitle the holder to engage in legal practice as intended in this jurisdiction.

NOTE C: DECLARATION

The Law Society may make enquiries that it thinks fit of any interstate registration authority for the purposes of determining whether it is satisfied as to any disciplinary matters which may have been disclosed and may also consider any other matters that it thinks relevant.

GENERAL NOTES

PRACTITIONER & PRACTICE NOTES

- A notification that fails to provide mandatory information or provides incomplete or misleading information, will be treated as an incomplete notification.
- An incomplete notification will be treated as 'not received' for the purposes of the *legal profession legislation* (as defined in the *Legal Profession Uniform Law Application Act 2014*), and will be returned to the practitioner. It will then be up to the practitioner to decide whether or not to proceed with the notification.
- If the practitioner wishes to proceed, the practitioner will need to resubmit their notification by completing the missing/incomplete information in their original notification and redeclaring the same notification.
- If, at any time, the practitioner does not wish to proceed, the practitioner may request to withdraw the notification.

PERSONAL INFORMATION COLLECTION NOTICE

By completing this form you are providing personal information to The Law Society of New South Wales (we, us, or our).

WHO DO WE COLLECT THE PERSONAL INFORMATION FROM?

We generally collect your personal information directly from you. However, in some cases, we may receive your personal information from a third party (for instance if we receive a complaint) and when it is relevant to our statutory responsibilities (for instance other regulators who have dealt with you).

WHAT ARE THE PURPOSES FOR WHICH WE COLLECT PERSONAL INFORMATION?

We collect your personal information to:

- fulfil our functions and responsibilities under, and facilitate compliance with, the *Legal Profession Act 2004 (NSW)*, *legal profession legislation* (as defined in the *Legal Profession Uniform Law Application Act 2014*), the *Corporations Act 2001 (Cth)* and associated regulations (which require and authorise us to collect certain information) including to maintain regulatory and corporate records;
- fulfil our role as your professional association including:
 - maintaining membership records
 - communicating with you to offer products, services and events and when you obtain a product or service or come to an event
 - to conduct research and provide public representation; and
- provide information to third parties as authorised or required by law.

WHAT IF WE DIDN'T COLLECT THIS PERSONAL INFORMATION?

Without your personal information we may not be able to process your application or request, perform our statutory functions or provide you with some or all of the services of the Law Society as a professional association.

WHO ARE THE TYPES OF BODIES AND PERSONS TO WHOM WE USUALLY DISCLOSE YOUR PERSONAL INFORMATION?

Your personal information may be provided to:

- entities distributing information relevant to you as a legal practitioner or member of the Law Society;
- LawCover and other professional indemnity insurers and practising certificate funders;
- our professional advisors and contractors (strictly on the basis that the information is to be used only for providing services to the Law Society and must not be disclosed);
- Australian regulators and government entities (such as the Office of the Legal Services Commissioner) and overseas regulators; and
- organisations that represent the legal profession such as the Law Council of Australia and Regional Law Societies.

DISCLOSURE OVERSEAS

If you practise in a foreign country (or apply to do so) we may send your personal information overseas in response to an inquiry from the relevant authority in that place.

YOU CAN ACCESS AND CORRECT YOUR PERSONAL INFORMATION

Our privacy policy contains information about how you may access your personal information and seek correction of such information; as well as how to complain about a breach of the Australian Privacy Principles and how we will deal with such a complaint. Our privacy policy is accessible via a link appearing at the foot of each web page at www.lawsociety.com.au.

HOW TO CONTACT US

PRIVACY OFFICER

Corporate Legal Services
The Law Society of New South Wales
170 Phillip Street, SYDNEY NSW 2000

Telephone: (02) 9926 0333
Fax: (02) 9231 5809
Email: corplegal@lawsociety.com.au

Please do not return this form to the privacy officer