

UNINCORPORATED LEGAL PRACTICE NOTICE OF INTENTION TO ENGAGE IN LEGAL PRACTICE IN NEW SOUTH WALES



THE LAW SOCIETY
OF NEW SOUTH WALES

THIS IS A NOTICE OF INTENTION TO ENGAGE IN LEGAL PRACTICE IN NEW SOUTH WALES AS AN UNINCORPORATED LEGAL PRACTICE IN ACCORDANCE WITH CHAPTER 3, PART 3.7 OF THE *LEGAL PROFESSION UNIFORM LAW (NSW)*.

- An unincorporated legal practice (ULP) is an unincorporated body or group that satisfies the criteria set out in the definition of “unincorporated legal practice” in s.6 of the *Legal Profession Uniform Law (NSW)*.
- An entity must give The Law Society notice, in this form, at least 14 days before starting to engage in legal practice (s.104(1) of the *Legal Profession Uniform Law (NSW)* and Rule 28 *Legal Profession Uniform General Rules 2015*).
- All questions are mandatory except where indicated otherwise.

1. UNINCORPORATED LEGAL PRACTICE DETAILS (NOTE A)

Name of the entity:

Business name:

Date from which the entity intends to engage in legal practice in New South Wales (DD/MM/YYYY): / /

2. PRACTICE ADDRESS DETAILS (NOTE B)

STREET ADDRESS:

Street number and name:

City:

State:

Country:

Postcode:

DX:

Telephone:

Fax:

Mobile:

Email address:

Website:

POSTAL ADDRESS:

PO Box Number:

City:

State:

Country:

Postcode:

This section continues on next page

2. PRACTICE ADDRESS DETAILS (NOTE B) CONTINUED

OTHER ADDRESS DETAILS/BRANCH DETAILS/INTERSTATE OFFICES

Street number and name:		
City:	State:	
Country:	Postcode:	DX:
Telephone:	Fax:	
Mobile:	Email address:	
Website:		



Attach additional page if necessary.

3. IS THE ENTITY TAKING OVER AN EXISTING LAW PRACTICE? (NOTE C)

Is this entity taking over or acquiring the legal services of an existing law practice or entity? Yes (please provide details below) No

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4. LEGAL PRACTITIONER PARTNERS (NOTE D)

Provide the full names of all Australian legal practitioners who will be principals of the unincorporated legal practice.

Full name:	Full name:
Full name:	Full name:
Full name:	Full name:



Attach additional page if necessary.

5. PARTNERS NOT BEING LEGAL PRACTITIONER PARTNERS (NOTE E)

Provide the full names and occupations of all partners who will be non legal practitioner partners of the unincorporated legal practice.

Full name:	Occupation:
Full name:	Occupation:
Full name:	Occupation:



Attach additional page if necessary.

6. EMPLOYED SOLICITORS

Provide the full names of all Australian legal practitioners employed by or who are officers of the unincorporated legal practice.



Attach additional page if necessary.

7. SIGNATURE

This form must be signed by a principal of the law practice or by a person authorised by the principal to do so. Please complete one of the following sections.

I am a principal of the law practice and I certify that the information in this form is true and correct.

I am a person authorised by the principal of the law practice and I certify that the information in this form is true and correct.

Dated (DD/MM/YYYY): / /

8. LODGEMENT OF NOTICE

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

GENERAL NOTES

REQUIREMENTS

- Payment of professional indemnity insurance is required. Please contact Lawcover on 1800 650 748 concerning the amount payable or any enquiries regarding professional indemnity insurance. If the professional indemnity insurance policy has been issued in a state other than NSW, please provide evidence that the policy will cover the NSW office.
- Interstate legal practitioner partners – please attach a copy of your current practising certificate issued by your home jurisdiction.

EXPLANATORY NOTES

NOTE A: UNINCORPORATED LEGAL PRACTICE DETAILS

An entity must give The Law Society notice, in this form, at least 14 days before starting to engage in legal practice (s.104(1) of the *Legal Profession Uniform Law (NSW)* and Rule 28 *Legal Profession Uniform General Rules 2015*).

NOTE B: PRACTICE ADDRESS DETAILS

Please provide the details of the principal office in New South Wales and any branch offices (including interstate offices) here.

NOTE C: IS THE ENTITY TAKING OVER AN EXISTING LAW PRACTICE

If an existing law practice is becoming an unincorporated legal practice for the purposes of Part 3.7 of the *Legal Profession Uniform Law (NSW)*, please answer 'Yes' to this question and provide further details.

NOTE D: LEGAL PRACTITIONER PARTNERS

A legal practitioner partner must hold a principal practising certificate. If the partner does not currently hold a principal practising certificate, then an application must be made by completing a 'Variation of a Practising Certificate to Practise as a Principal'. This form is available under "forms" on the Law Society's website at www.lawsociety.com.au/forms

NOTE E: PARTNERS NOT BEING LEGAL PRACTITIONER PARTNERS

Please provide the name and occupation of each non legal practitioner partner establishing that this practice is an unincorporated legal practice.