



THE LAW SOCIETY
OF NEW SOUTH WALES

Locum Application

CONFIDENTIAL

Date: _____

Applicant Information

Surname: _____ Given Name: _____

Address: _____ Postcode: _____

Home/Mobile No. : _____ Business No. : _____

Email Address (**Required**): _____

Do you hold a current Unrestricted
Practising Certificate?

YES NO

If yes, what date is it valid to? _____

Do you have any current outstanding
complaints with:

- The Legal Services Commissioner? YES NO
- The Law Society of NSW? YES NO
- Any other interstate regulator? YES NO

Is there any other matter that would affect
your ability to provide locum services?

YES NO

If yes, please explain: _____

Do you have a current PII policy?

YES NO

Are you eligible for a
Principal Solicitors Certificate?

YES NO

Date of Admission: _____

University/College Attended: _____

Degrees Attained: _____

Days available for work: _____

Languages Spoken: _____

Area(s) of Practice

Please select the area(s) of practice you are qualified in:

- | | | |
|---|--|--|
| <input type="checkbox"/> Admin Law | <input type="checkbox"/> Debts/Insolvency | <input type="checkbox"/> Litigation- general |
| <input type="checkbox"/> Banking/Finance | <input type="checkbox"/> Employment/ IR | <input type="checkbox"/> Personal Injury |
| <input type="checkbox"/> Civil Litigation | <input type="checkbox"/> Environmental Law | <input type="checkbox"/> Planning/Local Govt |
| <input type="checkbox"/> Commercial Law | <input type="checkbox"/> Family Law | <input type="checkbox"/> Small Business |
| <input type="checkbox"/> Conveyancing | <input type="checkbox"/> Immigration | <input type="checkbox"/> Taxation |
| <input type="checkbox"/> Corporate Law | <input type="checkbox"/> IT/Telecommunications | <input type="checkbox"/> Trade Practices Law |
| <input type="checkbox"/> Criminal Law | <input type="checkbox"/> Intellectual Property | <input type="checkbox"/> Wills and Estates |
- Others: _____
- Specialist Accreditation: _____

Other Information

Please select your location preference: Sydney CBD

Sydney Suburbs

Other Location

Please list: _____

Do you have your own transport? Yes No

Please tick if you have experience in: Computing/IT

Document Preparation

Internet Research

Employment History Summary

Please fill out the following employment history details for referencing purposes.

Current or most recent position

Employer/Firm: _____ From: _____ To: _____

Type of work done: _____

Reason for Leaving: _____

Previous position

Employer/Firm: _____ From: _____ To: _____

Type of work done: _____

Reason for Leaving: _____

Referees

Please provide at least two referees, one being from the employers/firms above.

Referee 1:

Name: _____ Firm: _____

Contact Phone Number: _____ Email Address: _____

Referee 2:

Name: _____ Firm: _____

Contact Phone Number: _____ Email Address: _____

Additional Requirements

- Please provide a professional introduction below of no more than 150 words. This will be used by firms when reviewing your profile for an assignment.

- Please attach a copy of your CV to this application and send to either of the following:

- locums@lawsociety.com.au

- Locum Services
170 Phillip Street
Sydney NSW 2000

Or

DX 362, Sydney

Conditions and Acknowledgements

The following section must be completed.

By signing below you acknowledge and agree that:

- The Law Society does not guarantee that you will be placed in a locum position.
- You are responsible for negotiating the remuneration with a prospective employer. The Law Society does not make recommendations on remuneration.
- A prospective employer may undertake reference checks with referees provided by you.
- Any employment contract is strictly between yourself and the employer (or its agent) and it is your responsibility to comply with your pre-employment and employment obligations.
- You have read Rule 13 of the *Legal Profession Uniform Law Australian Solicitors' Conduct Rules 2015* and declare there is nothing you should disclose.

The Law Society of New South Wales respects your privacy and the confidentiality and security of personal information provided by you to us. The information provided by you to the Law Society on this form will be used by the Law Society for the purposes of processing your application. To access a complete copy of our Privacy Policy visit www.lawsociety.com.au.

Full Applicant Name: _____

Applicant Signature: _____

Date: _____