

**I ACKNOWLEDGE that:**

1. Applications will not be processed until the Law Society of New South Wales Pro Bono Scheme has received all requested documentation. This includes:
  - Legal Aid refusal letter;
  - Bank statements from the last three months for yourself and any financially associated persons;
  - Payslips received in the last three months for yourself and any financially associated persons;
  - Centrelink statements outlining benefits received in the last three months for yourself and any financially associated persons;
  - Details outlining assets and liabilities for yourself and any financially associated persons;
  - Any relevant court documents relating to the matter; and
  - Any other supporting documents.
2. Updates will not be provided during the Application process;
3. I/We agree to adhere to a code of conduct that includes dealing with staff in a courteous and respectful manner. I/We will not swear; be racist; make sexist, rude or offensive comments; yell; threaten to harm myself or others; or contact the Scheme when I/we have been drinking or taking drugs. We reserve the right to cease communication with you if you fail to comply, and your Application will be returned.
4. I/We remain responsible for meeting all Court commitments or commencing all legal action within the statutory time limits;
5. The Law Society of New South Wales Pro Bono Scheme takes a minimum of ten working days to process my/our Application after all documentation has been received;
6. It may not be possible to find a solicitor willing to do the work on the basis requested, or in the location or legal area concerned;
7. The Pro Bono Scheme is for NSW residents that have a legal issue/matter in NSW. If you do not fall within this category we will only accept your application if exceptional circumstances apply;
8. I/We may not be eligible for assistance under the Law Society of New South Wales Pro Bono Scheme guidelines or at the discretion of the Pro Bono Scheme Solicitor;
9. The Law Society of New South Wales Pro Bono Scheme is not required to provide reasons for their decision as to whether or not they accept my/our Application for referral;
10. I/We have no right of action against the Law Society of New South Wales or its employees in any event arising from this application or any assistance obtained from a firm referred by the Scheme.