



THE LAW SOCIETY OF SINGAPORE
APPLICATION FOR APPROVAL TO E-FILE PRACTISING CERTIFICATE

*PART I must be completed in full and accompanied by PART II Continuation Sheets (one for every applicant).
PLEASE COMPLETE PART I IN **QUADRUPLICATE**.*

PART 1 – All sections must be completed.

Name of Law Practice: _____

Address of Law Practice: _____

Office Main Line: _____ Fax No: _____ Office E-Mail: _____

Name of Managing Partner / Managing Director / Sole Proprietor: _____

Name of Contact Person: _____ Website: _____

Contact Person's Direct Tel No: _____ Fax No: _____

APPLICATIONS

- No. of Applicants for Whom Part II Continuation Sheets Have Been Submitted : _____
- No. of Accountants' Report(s) Submitted : _____
- Payment of Subscription Fees and Compensation Fund Contributions Submitted :

No.	Membership Category (Standing calculated from date of admission to the Bar)	No. of Applications	Total Subscription Fees Payable (including GST)	Total Compensation Fund Contributions (no GST)
1	Senior Category (12 or more years' standing)			
2	Middle Category (7 or more but less than 12 years' standing)			
3	Junior Category (less than 7 years' standing)			
4	Locum			
Total Amount Payable				

Subscription Fees Payable:

Senior Category: \$1123.50 (\$1050 + \$73.50 GST) Middle Category: \$963.00 (\$900 + \$63.00 GST)

Junior Category: \$802.50 (\$750 + \$52.50 GST)

Locum: \$802.50 (\$750 + \$52.50 GST) (Fixed fee regardless of date of admission to the Bar)

Compensation Fund Contribution Payable: \$100.00 (\$50.00 if application made after 1 October)

Payment by (please tick whichever applicable):

- GIRO
- Cheque (**Note : Separate cheques required for payment of subscription fees and Compensation Fund contributions**)

Application will only be processed upon receipt of payment by GIRO or upon clearance of cheques.

Contact Person:

Name: _____ Signature : _____ Date : _____

For Official Use

Date Received: _____ Date When Applicant(s) May E-File Practising Certificate*: _____

No. of Applications for Approval to E-File Practising Certificate (Part II continuation sheets) Received: _____

No. of Accountant's Reports Received: _____

Number of Cheque Payments Received:

- For Subscription Fee Payment : _____
- For Payment of Penalty for Failing to Vote : _____
- For Compensation Fund Contributions : _____

Received by (Name): _____ Professional Indemnity Insurance with effect from: _____

Approved by (Name): _____ Date of Approval: _____

* If application is not in order, to return to applicant for rectification.



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PLEASE COMPLETE PART II CONTINUATION SHEET IN *DUPLICATE*.

PART II CONTINUATION SHEET – One Continuation Sheet for every applicant. * Please delete whichever inapplicable

LAW PRACTICE / ORGANISATION APPLICANT IS EMPLOYED: _____
TYPE OF PRACTISING CERTIFICATE (PC) APPLYING FOR : * Full Time / Locum/ Pursuant to section 26(4) or (5) Legal Profession Act

PARTICULARS OF APPLICANT :

Name (as per NRIC/ Passport): * Dr/ Mr/ Mrs/ Mdm/ Miss _____

NRIC/ Passport No (if non-Singaporean): _____ Admission No: _____

Date of Admission: _____ Date of Birth: _____ Place of Birth: _____

Ethnic/Dialect Group: _____ Languages Spoken: _____

Residential Address: _____

Membership Category (Please tick whichever applicable) :

- Senior (12 or more years' standing) Junior (less than 7 years' standing)
 Middle (7 or more but less than 12 years' standing)

Office Address : _____

Office E-mail Address: _____ Personal E-mail Address: _____

Office Contact Number: _____ Residential Contact Number: _____ Mobile No _____

Marital Status: * Single /Married Gender: * Male /Female Nationality: _____

If Permanent Resident: Date of Issue of Entry/ Re-entry Permit: _____

Date of Expiry of Entry/ Re-entry Permit: _____

If Non-Citizen/Permanent Resident: Employment Pass No: _____

Date of Issue of Employment Pass: _____

Date of Expiry of Employment Pass: _____

Highest Educational Qualification: _____

Date of Issue of Last PC: _____ Designation When PC Was Last Held: _____

Current Designation in Law Practice: _____ Commencement Date: _____
(Please note the requirements under section 75C Legal Profession Act)

If applicable – Date Appointed :

Commissioner for Oaths: _____ Notary Public: _____ Senior Counsel: _____

Does your law practice hold or receive conveyancing money? * Yes / No

Effective Date of Professional Indemnity Insurance: _____ *(Application will not be processed if there is no insurance cover.)*

Areas of Practice (please tick whichever applicable) :

- | | | |
|--|--|---|
| <input type="checkbox"/> Administrative and Constitutional Law | <input type="checkbox"/> Workers' Compensation Claims | <input type="checkbox"/> Vehicle and Industrial Accident Claims |
| <input type="checkbox"/> Arbitration | <input type="checkbox"/> Admiralty and Shipping Law | |
| <input type="checkbox"/> Bankruptcy and Insolvency Law | <input type="checkbox"/> Banking, Finance and Securities | |
| <input type="checkbox"/> Civil and Commercial Litigation | <input type="checkbox"/> Building and Construction Law | |
| <input type="checkbox"/> Conveyancing and Property Law | <input type="checkbox"/> Company and Commercial Law | |
| <input type="checkbox"/> Criminal Law | <input type="checkbox"/> Corporate Law | |
| <input type="checkbox"/> Family Law | <input type="checkbox"/> Employment Law | |
| <input type="checkbox"/> Insurance Law | <input type="checkbox"/> Immigration Matters | |
| <input type="checkbox"/> Landlord and Tenant Law | <input type="checkbox"/> Intellectual Property Law | |
| <input type="checkbox"/> Muslim Law | <input type="checkbox"/> Mediation | |
| <input type="checkbox"/> Tax Practice and Planning | <input type="checkbox"/> Probate and Administration of Estates | |

