

## NOTICE TO THE PROFESSION

### NOTICE

#### *Section 48 of the Legal Profession Act*

**TO:** All Members of the Law Society of the Northwest Territories

Pursuant to Section 48 of the [Legal Profession Act](#), members are reminded that:

*...Every member shall deliver to the Secretary on or before September 1 in each year certificates of the member and of a chartered accountant or certified general accountant, which shall be in the form set out in the rules and made up to the end of a 12-month fiscal period ending no earlier than June 1 of the previous year.*

**If you or your firm do not maintain a trust account:**

You must complete and file with the Law Society a [Lawyer's Undertaking](#).

**If you maintain a trust account and are a sole practitioner:**

You must complete [Certificates of Accountant and Member in Form 2.4](#), parts A and C and ensure part B is completed by a chartered accountant and then file it with the Law Society.

**If you work for a firm that maintains a trust account:**

Your firm must complete [Certificates of Accountant and Member in Form 2.4](#), parts A and C and include your name on page 3 of part A. The Form must be completed in accordance with the instructions to the Form. Ensure that the Form is signed as required by the appropriate member(s) AND by the accountant before the Form is submitted to the Law Society. The completed form must then be filed with the Law Society.

A reminder that all law firms practicing in the NWT or insured under the Law Society of the NWT mandatory insurance levy must designate a Responsible Lawyer. If you have not designated a Responsible Lawyer please contact the Law Society to obtain a designation form.

TAKE NOTICE THAT members failing to file either a Lawyer's Undertaking or a Form 2.4 by the 1st day of September, 2020 shall be automatically suspended from membership without further notice.

DATED at Yellowknife, Northwest Territories, this 3rd day of January, 2020.



Glenn Tait  
Executive Director  
[Deputy Secretary-Treasurer]