

**APPLICATION FOR
RESTRICTED APPEARANCE CERTIFICATE**
(Paragraph 51(2)(a))

TO: The Secretary

Law Society of the Northwest Territories

I, _____, of _____ apply for permission to appear or to act as an active
(full name)
member of the Law Society of the Northwest Territories on a single matter or for a number of closely-related matters over the period of time in respect of which I am applying.

1. My contact address is:

City/Town: _____ Territory/Province: _____ Postal Code: _____
 Telephone: _____ Fax: _____
 Email: _____

For restricted appearance certificate holders, the information above will be published in the member directory of the website of the Law Society of the Northwest Territories. This information cannot be withheld (see s. 14 *Legal Profession Act* and rules 34-38).

2. My date of birth is: _____
(YYYY-MM-DD)

3. I received a law degree from _____ on _____
(name of university) *(YYYY-MM-DD)*

4. The nature of the cause or matter on which I will be appearing or acting is:
(Please provide complete details of the matter (i.e., Defendant, Plaintiff, Supreme Court File Number, etc.))

5. (1) I am or have been a member of the following law societies, or comparable bodies, for the following periods of time:

_____	from	_____	to	_____
_____	from	_____	to	_____
_____	from	_____	to	_____

(2) No disciplinary proceedings are pending or have been taken against me as a member of the societies or bodies listed in subsection (1) except:

N/A
[check if not applicable]

(3) The results of any disciplinary proceedings taken against me were:

N/A
[check if not applicable]

(4) The results of any disciplinary proceedings taken against me were:

N/A
[check if not applicable]

(5) No claims for lawyer’s professional liability insurance are pending or have been made against me as a member of the societies or bodies listed in subsection (1), other than:

N/A
[check if not applicable]

(6) The results of any claims for lawyer’s professional liability insurance made against me were:

N/A
[check if not applicable]

6. I am presently practising law with the following firm or employer, with address:

7. (1) Instructions: Please respond to the following statements by marking YES or NO:

- | | | |
|--|------------------------------|-----------------------------|
| (a) I have since attaining 18 years of age been convicted of an offence under the <i>Criminal Code</i> , the <i>Controlled Drugs and Substances Act</i> , the <i>Income Tax Act</i> , the <i>Income Tax Act (Canada)</i> , the <i>Bankruptcy and Insolvency Act</i> , the <i>Excise Tax Act</i> , legislation of any province or territory respecting securities or income tax or any legislation similar to any of the foregoing in any other jurisdiction. | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| (b) I have been adjudged a bankrupt in a legal proceeding. | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| (c) I have changed my name. | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| (d) I have had a civil judgment made against me relating to fraud. | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| (e) I am a judgment debtor. | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| (f) I have been found guilty in a disciplinary action instituted against me as a member of a professional | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| (g) I have been held in civil contempt. | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

(2) I have attached full particulars in respect of each affirmative response to the statements set out in paragraphs (a) to (g).

8. Annexed to this application are

- (a) two letters of good character as referred to in paragraph 51(2)(b) of the rules;
- (b) a certificate from each provincial or territorial law society of which I am a member stating
 - (i) my standing,
 - (ii) the period of time during which I have been listed as an active member of the society or body,
 - (iii) whether disciplinary proceedings are pending against me, and
 - (iv) the nature and disposition of any disciplinary action that has been taken against me;
- (c) an Accountant's Report in Form 2.2 or my Application and Lawyer's Undertaking in Form 2.3;
- (d) the insurance levy or my Insurance Exemption Certificate and Undertaking attached;
- (e) the assurance fund levy; and
- (f) the prescribed application and admission fees.

9. I certify that the information I have provided in or annexed to this application is correct.

10. I undertake with the Law Society of the Northwest Territories that I will, during my enrolment, well and faithfully keep and perform all my obligations as a barrister and solicitor and as a member of the Society and abide by the *Legal Profession Act*, the *Rules of the Law Society of the Northwest Territories* and the requirements of the Law Society.

11. I authorize the Law Society of the Northwest Territories to make enquiries of any person, other law societies, any government, any official or body, including the police or academic authority, with regard to any of the statements in this application or in any document provided in connection with this application. I authorize any law society of which I am or ever have been a member or any other persons or organizations enquired of, under this authorization, to provide all information requested.

12. I consent to receiving emails from the Law Society of the Northwest Territories apprising members and other interested parties of relevant information such as, but not limited to, key dates, meetings, events, general community notices and professional development opportunities. I understand that I may withdraw my consent at any time by clicking the "unsubscribe" link at the bottom of the emails. I understand that if I unsubscribe from the emails I assume full and sole responsibility for regularly visiting the website of the Society for regulatory and other Notices as well as general information relevant to my membership in the Society.

Dated at _____ on _____, 20 _____

(signature of applicant)

The personal information collected in this form will be used by the Law Society of the Northwest Territories for one or more purposes contemplated by the *Legal Profession Act*, the *Rules of the Law Society of the Northwest Territories*, the *Code of Professional Conduct*, or a resolution of the Executive, and will be accessible to all departments of the Law Society and where applicable the Alberta Lawyers Insurance Association. The information may be used or disclosed by the Society, now or in the future, for regulatory purposes, including Society investigations and proceedings. We may contact you to obtain additional information, or to obtain clarification on the information you provided. Should you have any questions about the collection, use or disclosure of this information, please contact the Executive Director of the Law Society at (867) 873-3828.

**INSURANCE EXEMPTION
CERTIFICATE AND UNDERTAKING**
(Form 2.12)

TO: The Executive
Law Society of the Northwest Territories

I, _____ CERTIFY THAT
(print or type name)

- 1. I am an active member or am applying for membership in the Law Society of the Northwest Territories.
- 2. I am employed by, and my professional services are provided exclusively to:
 - (a) a government agency; or
 - (b) an employer who does not practice law.
- 3. I do not render or will not be rendering legal services of any kind to the public in the Northwest Territories with the possible exception of: providing *pro bono* professional services to the public through the Law Line Program or a similar program approved by the Law Society of the Northwest Territories.

- OR -

- 1. I am an active member or am applying for membership in the Law Society of the Northwest Territories.
- 2. I do not ordinarily reside or carry out my principal practice of law in the Northwest Territories.
- 3. I am covered by errors and omissions insurance which provides indemnification to a minimum of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate and which covers my practice of the law in the Northwest Territories, which insurance is carried through the following insurer or Law Society:
_____.
- 4. I will provide further information, upon request, respecting my insurance coverage.

I UNDERTAKE to notify the Law Society immediately if there is a change in my status such that the foregoing statements are no longer applicable.

Dated at _____ on _____, 20 _____

(signature)