



Bank Drafts and Money Orders

Rule 113

Instructions

1. Trust withdrawals may be made by a bank draft or money order. If a trust withdrawal is to be made by this method, fill out this form and maintain a copy in the clients file. **Do NOT send this form to the Law Society of the Northwest Territories.**

2. A member practising as a sole practitioner is a "Law Firm" as defined in the Rules.

Note: All questions on this form must be answered.

SECTION A – LAW FIRM INFORMATION

1. Law Firm name: _____

2. Law Firm address: _____

City: _____ Province: _____ Postal Code: _____

3. Law Firm telephone number: _____

4. Lawyer responsible for file: _____

5. Lawyer email: _____

SECTION B – FILE INFORMATION

1. File number and nature of matter: _____

2. Name of client: _____

3. Area of Law: _____

SECTION C – DETAILS OF PAYMENT

1. Please provide all of the details of the payment, including the amount, intended payee and any other relevant information:

2. (a) Did you obtain the recipient's authorization to receive the funds in the form of a bank draft or money order in writing? Rule 113(2)(a)

Yes No

(b) Please attach a copy of the written authorization.

3. (a) Did you obtain the recipient's acknowledgement of receipt of the bank draft or money order in writing? Rule 113(2)(e)

Yes No

(b) Please attach a copy of the written authorization.

SECTION D – LAWYER CERTIFICATION

I, _____, certify that the foregoing information is complete and correct to the best of my knowledge.

Date (mm/dd/yyyy)

Signature of Lawyer