

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 are not resident in the NWT and not insured under the Law Society of the NWT mandatory insurance program:
You must complete and file a [Lawyer's Undertaking](#).

If you or your firm are resident in the NWT or insured under the Law Society of the NWT mandatory insurance program, and do not maintain a trust account:
You must complete and file with the Law Society a [Law Firm Self-Report](#).

If you are resident in the NWT or insured under the Law Society of the NWT mandatory insurance program, and maintain a trust account and are a sole practitioner:
You must complete a [Law Firm Self-Report](#) and [Accountant's Report](#), and file both forms with the Law Society.

If you are resident in the NWT or insured under the Law Society of the NWT mandatory insurance program, and work for a firm that maintains a trust account:
Your firm must complete [Law Firm Self-Report](#) and [Accountant's Report](#) and file both forms 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 Law Firm Self-Report and an Accountant's Report, if required, by September 1, 2023 shall be automatically suspended from membership without further notice.

DATED at Yellowknife, Northwest Territories, this 25th day of July, 2023.

Jessica Copple
Executive Director
[Deputy Secretary-Treasurer]