

# Notification of Establishment of a Law Practice in the ACT

Law Practice Details:
Trading Name
Registered Business Name
ABN
Phone Number
Trading Address
Postal Address (if different)
Date on which the practice intends to commence providing legal services

Structure and Trust Account:
<p>Tick the business structure that you will be operating:</p> <p><input type="checkbox"/> Sole practitioner</p> <p><input type="checkbox"/> Incorporated Legal Practice <small>(you must also complete an ILP notification form)</small></p> <p><input type="checkbox"/> Partnership</p> <p><input type="checkbox"/> Multi-Disciplinary Partnership <small>(you must also complete an MDP notification form)</small></p>
<p>Will you be operating a trust account?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><small>If yes, you must also complete the following forms: "Notification of Opening a General Trust Account", which can be found on the Society's website at <a href="http://www.actlawsociety.asn.au/practising-law/guidelines/all-practice-forms">www.actlawsociety.asn.au/practising-law/guidelines/all-practice-forms</a></small></p>

Authorised person completing this form:
Name
Position Held
Email
Signature
Date

**Note:** Regulation 66(2) of the Legal Profession Regulation 2007 requires a law practice to appoint an external examiner not later than 8 April in the trust accounting year; and give the law society council written notice each time it appoints an external examiner. Regulation 66(3) states that the notice given to the law society must not be later than one month after the appointment of the external examiner.

**Send completed forms to:**  
 Member Connect, ACT Law Society  
 by email to [memberconnect@actlawsociety.asn.au](mailto:memberconnect@actlawsociety.asn.au)