

NOTIFICATION OF APPOINTMENT OR CESSATION OF EXTERNAL EXAMINER

LEGAL PROFESSION UNIFORM GENERAL RULES 2015 - RULE 66(2)



Rule 66(2) of the Legal Profession Uniform General Rules 2015 provides that a law practice must:

- within 30 days after first receiving trust money (other than transit money), give written notice to the Law Society Council of the appointment of an external examiner of the law practice;
- within 7 days after an external examiner ceases to be the external examiner of the law practice, give written notice to the Law Society Council of that fact; and
- within 30 days after an external examiner ceases to be the external examiner of the law practice, give written notice to the Law Society Council of the appointment of a successor external examiner of the law practice.

This form, duly completed, will be accepted as written notification to the Law Society Council of the appointment or cessation of an external examiner for the law practice.

I/We, [Insert name of principal(s)]

the authorised principal(s) of [Insert name of law practice]

advise the Law Society Council that [Please tick appropriate box]:

- I have **appointed** the person listed below as the external examiner for the abovenamed law practice, or
- The person listed below **has ceased** as an external examiner for the law practice.

EXTERNAL EXAMINER CONTACT DETAILS

Name of External Examiner

External Examiner number

Firm name (If applicable)

Street number and name

City State

Country Postcode DX

Telephone Fax

Mobile Email address

Date appointed / / Date ceased / /

Signed

Authorised Principal (please print name)

Notes:

- The law practice may terminate the appointment of an External Examiner with the prior approval of the Law Society Council.
- The Request for Approval Form must be completed.
- The form can be obtained from www.lawsociety.com.au/Forms

Please send completed form via email to tad@lawsociety.com.au or fax to 02 9223 3602