

Certificate of Character application

Application process

- 1 New Zealand Law Society (Law Society) branch receives original signed application and fee**
Valid for three months
- 2 Branch sends acknowledgement of receipt to applicant**
- 3 Branch receives references sent in by referees**
All references must be originals or emailed directly to the Law Society by referees
- 4 Branch checks application**
Applicant contacted if further information (e.g. further references) is required
- 5 Branch sends Request for Criminal Conviction History to Ministry of Justice**
MOJ may take up to 15 working days to process and return
- 6 Branch sends request for disciplinary history to University/PLS course**
- 7 Branch advertises name of applicant to the profession/public**
Via Law Society website
- 8 Branch reviews application**
Once all references and all other information is received by the branch
- 9 Branch approves application**
- 10 Certificate of Character is issued to the applicant**
If there are any issues that require further consideration, application may be referred to a Practice Approval Committee (PAC) for review.

Next steps

- 11 File application for admission to the High Court**
Refer to www.lawsociety.org.nz/starting-as-a-lawyer/joining-the-legal-profession
- 12 Apply for a Practising Certificate**
Submit application and sealed order for admission to the Law Society National office registry

Application information

If you have any questions in respect of this form or your application, please call our Registry team on 0800 22 3030.

This form is to be completed by a candidate seeking admission as a barrister and solicitor of the High Court of New Zealand pursuant to Part 3 of the Lawyers and Conveyancers Act 2006.

Please ensure you provide as much accurate, relevant information as possible. An incomplete application will not be considered until all required information and documents have been received. If in doubt seek further information and/or advice from your Law Society branch. However, please note the Law Society cannot provide legal advice to candidates, nor review your application in advance to ascertain the likelihood of approval.

Privacy Act

The Law Society will use and hold information provided by you to:

- process and assess this application.

- carry out its various regulatory functions and, if you elect to be a member, the representative functions of the Society as set out in the Lawyers and Conveyancers Act 2006 and the relevant Regulations and Rules.
- keep you informed about regulatory issues.
- the information provided will not be made public or disclosed other than as required or permitted by law.

For further information, refer to the Law Society privacy policy on its website or contact the officer of the privacy commission at www.privacy.org.nz

Certified copies

Please ensure the wording below is used for certifying documents (preferably with a name stamp):

"I certify this to be a true copy of the original, which I have sighted, and the photo represents a true likeness of [name of the person presenting the document to me for certification]."

Time frame

You should allow eight weeks for this process to be completed. Please note this time span does not include the period (usually four weeks) required by the High Court to complete its process. Please refer to the admission dates on our website for application deadlines: www.lawsociety.org.nz/starting-as-a-lawyer/joining-the-legal-profession

If any issues arise that require further consideration, the branch may refer your application to National Office for review. It may also subsequently be referred to a Practice Approval Committee (PAC) for consideration and an interview may be required. If this is the case, the Secretary of that Committee will advise you of the process. Please note that it may take longer to process your application.

The process may also be delayed if you have not provided all the information needed to assess your application.

Checklist

Necessary items:

- \$253.00 application fee
- Original certified copy of your NZ/Overseas passport or NZ driver license
- Original references (these must be supplied by your referees directly to the Law Society branch office)
- Completed original request for a Criminal Conviction History by a third party form

Where applicable:

- Original certified copy of any name change document
- Notice from the official assignee and a discharge of bankruptcy
- Overseas conviction check
- Attached supplementary information in relation to fit and proper person declaration
- Original and current certificate(s) of standing from overseas regulatory body/ies be sent directly to branch
- Self-addressed A4 courier for delivery of your Certificate of Character (not required if you intend to collect)

Application documents

All documents relevant to your application, including this application form, certified copies of documents, certificates of standing and references, must be dated no earlier than three months from the date on which a certificate of character is issued.

Once the Law Society is satisfied that you are a fit and proper person to be admitted to the High Court of New Zealand you will be issued with a Certificate of Character. **Certificates of Character expire three months from date of issue.** If your Certificate of Character expires before the date of your admission at the High Court, you will need to apply for a new Certificate of Character which will include further payment of the fee.

Proof of identity

Your name as entered on this form should be supported by relevant identification and will appear on any certificates issued by the Law Society.

You are required to provide an original certified copy of one of the following:

- **New Zealand or Overseas Passport** - the passport must be current and signed. An original certified copy of the identification page of your passport must be provided.
- **New Zealand Driver Licence** - the driver licence must be current and cannot be a temporary (paper) licence. An original certified copy of your driver licence must be provided.

The forms of identification above meet the

identification requirements for the Request for Criminal Conviction History – Third Party application to the Ministry of Justice. You are therefore not required to provide any further proof of identity documents for the process of that application.

If there has been a name change through marriage, civil union or deed poll you are required to provide an original certified copy of the relevant name change document (for example, marriage certificate).

The use of any other name/s (i.e. an unofficial English name) must also be explained by submitting a Statutory Declaration confirming, the name/s used, how long you have used the name/s, and for what reason.

1 Personal details

Title (optional)

Miss Ms Mrs Mr Other, please specify further if you wish

First name

Preferred first name

Middle name(s)

Last name

Previous name(s) (if any)

Date of birth (dd/mm/yyyy)

Gender (optional)

Female Male Other, please specify further if you wish

2 Ethnicity

Select as many as applicable to you. We may publish anonymised aggregate details of ethnicity, however your ethnicity details will only be shared with your permission.

New Zealand European	Tokelauan	Chinese	African
Māori	Cook Island Māori	Southeast Asian	Other European
Samoan	Niuean	Indian	Other Ethnicity
Fijian	Other Pacific Peoples	Other Asian	Not disclosed
Tongan	Middle Eastern	Latin American	

3 Time in New Zealand

These questions are relevant to the number of references that you need to provide.

Have you lived in New Zealand continuously for the past 5 years? Yes No

If no, please specify which country/s you have resided in and for how long (only necessary for periods over 12 months)

4 Contact information

Please provide your contact address details, include an email address and at least one phone number.

Preferred address for correspondence Home Work

Home address

Home phone

Mobile

Personal email

4 Contact information continued

Work address

DX (if applicable)

Work phone

Work email

5 Admission details

Intended date of Admission (dd/mm/yyyy)

Intended place of Admission in New Zealand

6 Tertiary qualifications

Please record the details of any tertiary qualifications. If you attended more than one tertiary institution (including overseas universities) in completing your qualification, please note these below. The Law Society will be making inquiries from tertiary educational institutions concerning matters of character.

Tertiary Institution (state country if outside of NZ)

Student ID number

Qualification(s) obtained

Date awarded/completed (mm/yyyy)

Tertiary Institution

Student ID number

Qualification(s) obtained

Date awarded/completed

Tertiary Institution

Student ID number

Qualification(s) obtained

Date awarded/completed

7 Professional legal studies

Please record the details of the professional legal studies course you have completed or are completing. The Law Society will be making inquiries from your professional training provider concerning matters of character.

Course provider IPLS College of Law

Date of completion (dd/mm/yyyy)

8 Employment and academic history

Please list in chronological order your employment, any voluntary work and academic history, including a brief explanation for any gaps. For example, travel, parental leave and/or unemployment.

Dates (mm/yyyy)

 to

Dates

 to

Dates

 to

Dates

 to

Dates

 to

Dates

 to

Dates

 to

Dates

 to

Dates

 to

Dates

 to

Dates

 to

Position held and employer/academic institution (or travel/parental leave etc)

Position held and employer/academic institution

Position held and employer/academic institution

Position held and employer/academic institution

Position held and employer/academic institution

Position held and employer/academic institution

Position held and employer/academic institution

Position held and employer/academic institution

Position held and employer/academic institution

Position held and employer/academic institution

Position held and employer/academic institution

Employment and academic history

Dates

 to

Position held and employer/academic institution

Dates

 to

Position held and employer/academic institution

Dates

 to

Position held and employer/academic institution

References

You must arrange for the following references to be sent to the Law Society, each completed by a different person:

- an employer reference (if applicable – see notes below), and
- a minimum of two general character references from people who know you in a personal capacity and meet the criteria of a preferred referee, and
- if applicable, one from your direct supervisor at the place where you are/were volunteering.

Please arrange for your referees to send original references on the prescribed form directly to the branch where you have applied.

The Law Society will only accept a PDF version of the original reference, where the reference is:

- supplied by a lawyer (holders of a current practising certificate) and emailed directly to the Law Society from the lawyer's registered email address, or
- from a non-lawyer with a verifiable email address. For example, a recognised organisation such as *police.govt.nz* or *justice.govt.nz*

In some cases, the original may still be requested.

Please note if the referees named in your application do not provide a reference, we will seek an explanation from you as to the reason why they did not provide a reference.

Your referees must be in regular contact with you, and know you well enough to answer the questions required.

Employer references

If you are currently employed, you must provide a reference from your current employer. Please contact your local Law Society branch if this is not possible and provide an explanation why. Please note:

- The person providing an employer reference should be your supervisor or manager i.e. someone

who has day-to-day responsibility for and oversight of your work.

- A senior Human Resources official can only provide your employer reference if they have direct knowledge of your work and are closely involved in your supervision.
- If you have a reference from your current employer, please do not provide additional references from work colleagues unless closely involved in your supervision; or they know you well outside work (such as from high school or in a sporting team).

If you are **not currently employed**, it is preferable for you to provide a reference from your most recent former employer.

If you are having difficulty finding suitable referees, please contact your local Law Society Branch for guidance.

Who is a 'preferred referee'?

When you are thinking about a preferred referee for the purpose of this application, these questions might help you decide:

- Would the person have had to go through a character and/or a criminal conviction check before attaining their position?
- Does the person belong to a profession where issues of conduct and/or professional standards are regulated?
- Are they in a role that is well respected in their community and consulted by members of the larger community?
- Do they know you in a personal capacity and are able to speak to your character?

Examples of persons considered preferred referees:

- Lawyers (i.e. someone with a current practising certificate)

References

- Currently registered:
Authorised financial advisors, Chartered accountants, Dentists, Engineers, Legal executives, Social workers, Marriage celebrants, Medical doctors, Nurses, Physiotherapists, Occupational therapists, Pilots, Real estate agents, Teachers, Veterinary surgeons
- University lecturers and professors who know you outside of university or in the capacity of an employer
- Elders/pastors from a church, temple, mosque or synagogue
- Justices of the Peace
- Serving members of the armed forces
- Serving police officers
- Senior government officials
- Members of parliament

Who cannot be a referee?

- Members of your family (including spouses, partners, in-laws, and those connected to you by civil union or de facto relationship) may not act as referees
- Your health professional
- University lecturers and tutors may not act as referees unless they are acquainted with you outside the university or have known you in the capacity of an employer.
- The wife/husband or de facto partner of someone who has already provided a reference.

Additional references

If you provide more than the minimum number of references, we will consider all the references provided and the same rules will apply to all references.

In some cases the Law Society may request additional references at its discretion to assist with assessing your application.

Can a reference be withdrawn?

Once a reference report has been provided to the Law Society in support of your application, only the referee can withdraw that reference – you cannot withdraw a reference yourself.

How many references do I need?

If you have been resident in NZ for five years or more and:

1. **have been employed for 12 months or more, you must provide:**
 - one reference from each of your employers in the last 12 months (see notes in relation to employer references above); and
 - two general references from your referees, one of which must have known you in a personal capacity for at least five years and the others for at least two years.
2. **have been employed for less than 12 months, you must provide:**
 - one reference from each of your employers within the last 12 months (see notes in relation to employer references above); and
 - three general references from your preferred referees, one of which must have known you for at least five years and the others for at least two years.
3. **are not currently employed, you must provide:**
 - one reference from your most recent former employer, if possible (see notes in relation to employer references above); and
 - three general references from your preferred referees, one of which must have known you for at least five years and the others for at least two years; or
 - if you cannot provide a reference from your most recent former employer, four general references from your preferred referees, one of which must have known you for at least five years and the others for at least two years.

If you have been resident in NZ less than five years and:

1. **have been employed for 12 months or more, you must provide:**
 - one reference from each of your employers in the last 12 months (see notes in relation to employer references above); and
 - one general reference from your preferred referee, who has known you in a personal capacity for the majority of the time you have resided in New Zealand; and
 - two general references from your preferred referees, in your previous (overseas) community who have each known you in a personal capacity for at least five years; or
2. **have been employed for less than 12 months, you must provide:**
 - one reference from each of your employers within the last 12 months (see notes in relation to employer references above); and
 - two general references from your preferred referees who have each known you in a personal

References continued

capacity for the majority of time you have resided in New Zealand; and

- two general references from your preferred referees, in your previous (overseas) community who have each known you in a personal capacity for at least five years; or

3. are not currently employed, you must provide:

- one reference from your most recent former employer, if possible (see notes in relation to employer references above); and
- two general references from your preferred referees who have each known you in a personal capacity for the majority of time you have resided in New Zealand, and
- two general references from your preferred referees in your previous (overseas) community who have each known you in a personal

capacity for at least five years; or

If you have never been resident in NZ, you must provide:

- one reference from your current employer, or if not employed from your most recent former employer, if possible (see notes above); and
- if possible one general reference from a preferred referee who has known you in a personal capacity in the NZ community; and
- three general references from preferred referees in your overseas community who have each known you in a personal capacity for at least five years; and
- a letter advising why you are seeking to be admitted in New Zealand and whether you intend to practise in New Zealand.

9 References

1

Employer referee's name

Phone number

Email

2

General referee's name

Phone number

Email

3

General referee's name

Phone number

Email

4

General referee's name

Phone number

Email

General referee's name

Phone number

Email

Fit and proper person

Before issuing a certificate of character the Law Society must be satisfied that you are a fit and proper person for admission as a barrister and solicitor of the High Court of New Zealand.

A positive answer to any of the questions in section 10 will not automatically result in a declined application. Each case will be considered individually on its merits. **If you do answer 'yes' to any of the questions in this section, please:**

- provide detailed information on a separate sheet regarding each such matter,
- include supporting documents if applicable e.g. court sentencing notes, police summaries, correspondence with the relevant regulatory body etc.

We encourage you to be open and candid with your referees and disclose to them any 'fit and proper' matters declared in section 10 so that your referees can comment on the 'fit and proper person' questions asked of them in the reference form.

The Law Society and its branches will keep details given in this section confidential, subject to the disclosures outlined in this application form and/or as otherwise authorised by you.

Please note your rights under the Criminal Records (Clean Slate) Act 2004 before providing details of any criminal record.

Health conditions

Pursuant to section 55(1)(l) of the Lawyers and Conveyancers Act 2006 all applicants are asked to declare mental or physical health conditions that may affect their ability to perform the functions required for the practice of the law. For relevant considerations that the Law Society considers when assessing whether a health condition may affect a person's ability to perform the functions required for the practice of law, please refer to the **Guidelines for Applicant's declaring health conditions** on our website.

In general, it is unlikely that a physical condition would render you unable to perform the functions required for the practice of law.

Minor mental health matters and one-off episodes of illness need not be declared, nor mild anxiety during exam time.

A one-off episode of depression which was mild and related to a specific matter such as, for example, the end of a close relationship or a bereavement, does not need to be declared.

It is expected that you would declare a persistent or recurrent condition.

Please provide the following information regarding any condition you have declared:

- nature of the condition, and whether it is short term or ongoing;
- frequency and duration of episodes when it could impact on your ability to practise;
- general details of treatment received (particularly if this is ongoing);
- details of how you manage the condition and what support systems you have in place;
- if applicable, progress made toward recovery, and expected time-frame for full recovery; and
- a medical certificate and/or report from your health professional (e.g. GP, Psychologist, Psychiatrist) that includes information about any medication you may be prescribed, and counselling undertaken, and that comments on your fitness to practise law.

If you are unsure as to what you should be disclosing, then please check with your local Law Society branch. Any discussions with the branch will be of a confidential nature.

Fit and proper person

If you do answer 'yes' to any of the questions in this section, please:

- Provide detailed information on a separate sheet regarding each such matter.
- Include supporting documents if applicable e.g. court sentencing notes, police summaries, correspondence with the relevant regulatory body etc. For further information required please refer to the fit and proper person questions for each case.

A

Have you ever been declared bankrupt, had an assignment for the benefit of creditors, been a person subject to a no assets procedure, or been a director of a company that has been put into receivership or liquidation in New Zealand or in any other country?

Yes No

If you have answered 'yes' to this question, please provide a copy of the relevant official documents such as the decision of adjudication, discharge of bankruptcy (if applicable), receivers' or liquidators' report(s), etc., together with detailed information regarding the circumstances of the matter.

B

Do you have any current or pending charges in New Zealand or overseas?

Yes No

If you have answered 'yes' to this question, please provide detailed information on the nature of the charge(s), the status of the matter and the likely time-frame for the matter to be concluded.

C

Have you ever been convicted of any crime or offence in New Zealand or overseas other than one concealed by the Criminal Records (Clean Slate) Act 2004?

Yes No

Please note your rights under the Criminal Records (Clean Slate) Act 2004 before providing details of any criminal record. The Law Society cannot provide you with advice as to whether a particular conviction is covered by this Act. Where you are in doubt you should seek independent legal advice. If you have a conviction that is not covered by the Criminal Records (Clean Slate) Act 2004 please provide the Police Summary of Facts/Caption Sheet and any court sentencing notes or decision (if available) for each conviction.

D

Are you the subject of current disciplinary action in another profession or occupation in New Zealand or a foreign country, or have you been the subject of disciplinary action of that kind that has involved a finding of guilt, however expressed?

Yes No

E

Have you ever been subject to disciplinary action by a tertiary educational institution?

Yes No

If you answer 'yes' to either question d or e, please provide detailed information of the nature of the action or proceedings and the outcome. The Law Society will be making inquiries of relevant bodies including tertiary education institutes. This includes any matters that resulted in a warning, reduction of marks or resit/resubmit. **Please note:** any academic misconduct or disciplinary matter that arose while you were at University or while undertaking professional legal training must be disclosed on the form. This includes any instance where your mark may have been reduced or disallowed.

F

Are you subject to any unresolved complaint under a corresponding foreign law, or a current investigation, charge, or order by any regulatory or disciplinary body for persons engaging in legal practice under a corresponding foreign law?

Yes No

Fit and proper person continued

G

Have you ever engaged in legal practice (in the reserved areas of law) in New Zealand when not entitled to do so under the Lawyers and Conveyancers Act 2006 or a corresponding law?

Yes No

Reserved areas of work as defined in section 6 of the Lawyers and Conveyancers Act 2006.

H

Have you ever practised law in a foreign country when not permitted by or under the law of that country to do so; or if permitted to do so, in contravention of a condition of the permission?

Yes No

I

Has your name ever been removed from a foreign roll, and not been restored?

Yes No

J

Has your right of practice as a lawyer ever been cancelled or suspended in a foreign country?

Yes No

K

Have you ever contravened, in New Zealand or a foreign country, a law about trust money or a trust account?

Yes No

L

Are you subject to an order under the Lawyers and Conveyancers Act 2006 or a corresponding law disqualifying you from being employed by a lawyer or an incorporated law firm?

Yes No

M

Do you currently have a mental or physical health condition that may affect your ability to perform the functions required for the practice of the law, or have you ever suffered from a condition of that kind that may recur?

Yes No

N

Are there any other matters which the New Zealand Law Society should be aware of in considering your application?

Yes No

If you have answered "yes" to this question, please provide details on a separate sheet of paper and enclose with this form. You may also contact the Law Society for further guidance if you wish.

Request for criminal conviction history

You must provide an authorisation by way of the 'Request for Criminal Conviction History – Third Party' (RCCH) for the Law Society to obtain relevant information from the Ministry of Justice, complete the form apart from the portion/s to be completed by third parties and provide this to the Law Society branch, for forwarding to the Ministry. The Ministry will send the information directly to the Law Society.

The Law Society will seek information from the Ministry for all applications. As this may take up to three weeks for processing you are advised to provide the RCCH form and your application to a Law Society branch four months ahead of the date of the proposed admission ceremony.

If you have lived in a country other than New Zealand for more than one year since you turned 18, you will need to arrange for an equivalent report to be sent direct to the Law Society from that country. As overseas conviction checks can take time you are advised to contact the relevant overseas authority and arrange for a report to be sent direct to the Law Society as soon as possible. Please note that your application is unable to be processed until the Law Society has received this report.

11 Overseas request for criminal conviction history

Have you lived in a country other than New Zealand for more than 12 months consecutively since the age of 18 (other than on a University exchange organised through a NZ University)?

Yes No

If yes, you will need to arrange for a RCCH report from that country to be sent directly to the Law Society.

12 Other jurisdictions

This section is not relevant to you unless you have been admitted and practised in another jurisdiction.

Please record details of admission and practising certificates held in any other jurisdiction. Please arrange for an **original and current Certificate of Standing** (no more than three months old) from the appropriate regulatory body/authority in each jurisdiction where you have practiced or have been admitted to be sent direct to the relevant branch of the Law Society.

Jurisdiction

Title

Barrister Barrister and solicitor

Date of admission (dd/mm/yyyy)

Current practising certificate

Yes No

Jurisdiction

Title

Barrister Barrister and solicitor

Date of admission (dd/mm/yyyy)

Current practising certificate

Yes No

13 Other professions

This section is not relevant to you unless you have previously applied to become registered in, or have been registered in another profession.

Please record details of any other profession that you have applied to become registered in, or have been registered in. Please include details of where and when you were registered, or applied to be registered, and provide a Certificate of Standing from the applicable regulator. You may be asked to provide further information.

Privacy and information handling

The information you provide helps the Law Society to assess your application and enables the Law Society to carry out its regulatory and representative functions under the Lawyers and Conveyancers Act 2006.

The Law Society may need to obtain personal information from other sources (including but not limited to the New Zealand police, educational institutions and current and previous employers) to assess your application. By completing this form, you authorise the Law Society to make enquiries directly with third parties and to receive and collect personal information relevant to your application. The Law Society will collect, use, hold and disclose your personal information only for the purposes of assessing your application or any future applications, and as provided for under the Lawyers and Conveyancers Act 2006 and regulations, Privacy Act 1993 or otherwise as permitted or required by law. Only authorised staff will have access to your information which is held in a secure environment.

The provision of information by you is voluntary. However, if you do not provide full information, the Law Society may not be able to assess your application.

Under the Privacy Act 1993 you may request access to and request correction of your personal information held by the Law Society. For more information about the Law Society's Privacy and Information Handling Policies please refer to www.lawsociety.org.nz/privacy. General information about the Privacy Act 1993 is also available on the website of the Privacy Commissioner at www.privacy.org.nz.

14 Authority to inquire and consent to publish name

- I confirm I have read and understood the Privacy and Information Handling section of this application.
- I authorise the Law Society to seek from the organisations at which I completed my tertiary qualifications and Professional Legal Studies course information about my character. I authorise the officers of each such organisation to disclose anything they consider relevant to my fitness for admission;
- I authorise the Law Society to make independent enquiries and obtain from any person or entity, any information about me required to assess this application, and I authorise any such person or entity to release this information to the Law Society;
- I authorise the Law Society to undertake a police record search about me, should it decide to do so, entirely at its discretion; and
- I give my consent to the publication of my name to the law profession as an applicant for admission and the placing of my name on the Law Society's website for the same purpose.

Applicant signature

Date (dd/mm/yyyy)

15 Declaration

The information you have given in the application form is covered by the declaration. The declaration is not valid unless signed and witnessed by an enrolled barrister and solicitor of the High Court or a Justice of Peace. If you are signing the declaration outside of New Zealand, it must be made in accordance with section 11 of the Oaths and Declarations Act 1957.

I (your full legal name)

(your occupation)

of (your full residential address)

Solemnly and sincerely declare that I have read and understood this application form and the application guidelines, that the contents of this completed application form are true and correct, and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Signed (applicant)

Declared at (place)

On this date (dd/mm/yyyy)

Before me (e.g. Justice of the Peace, Solicitor of the High Court of New Zealand)

Signed (witness)

Stamp

16 Certificate and documentation retrieval

You can collect your certificate and any original documents directly from the Law Society branch office. Alternatively, enclose a self-addressed A4 courier and we will courier your documents to you.

Courier enclosed I intend to pick up

Fees and payment

The fee is NZ \$253.00 including GST.

Once your application has been received you will be emailed instructions on how to download your invoice and how to make payment. Please note that we cannot process your application until we have received payment.

If you wish to pay by credit card, you can pay online when accessing your invoice, or you can record your credit card details below.

17 Payment

Option 1: Credit Card **Please email me instructions on how to pay by credit card online**

Please charge my credit card using the following details

Card number

3 digit security number

Expiry date

Option 2: Direct credit **I will pay by direct credit/internet banking**

Option 3: Cheque

I enclose a cheque

Please make payable to 'New Zealand Law Society'

Option 4: Cash

I will pay in person with cash

Sending your application

Please provide the original of this form to the relevant Law Society branch office.

Auckland

☎ 09 304 1000
✉ auckland@lawsociety.org.nz
📍 Level 12, 51 Shortland Street, Auckland 1010
📦 PO Box 4417, Shortland Street, Auckland 1140

Waikato Bay of Plenty

☎ 07 838 0264
✉ waikatobop@lawsociety.org.nz
📍 Ground Floor, 109 Anglesea Street, Hamilton 3204
📦 PO Box 180, Hamilton 3240

Gisborne

☎ 09 304 1014
✉ gisborne@lawsociety.org.nz
📦 PO Box 213, Gisborne 4040

Hawke's Bay

☎ 06 835 1254
✉ hawkesbay@lawsociety.org.nz
📍 c/o Napier Courthouse, 251 Hastings Street, Napier 4110
📦 PO Box 341, Napier 4140

Taranaki

☎ 06 769 5429
✉ taranaki@lawsociety.org.nz
📍 53 Dawson Street, New Plymouth 4340
📦 PO Box 150, New Plymouth 4340

Whanganui

☎ 06 349 2814
✉ whanganui@lawsociety.org.nz
📍 9 Market Place, Whanganui 4500
📦 PO Box 712, Whanganui 4540

Manawatu

☎ 04 463 2925
✉ manawatu@lawsociety.org.nz
📦 PO Box 494, Wellington 6140

Wellington

☎ 04 472 7837
✉ wellington@lawsociety.org.nz
📍 Level 4, 17 Whitmore Street, Wellington 6011
📦 PO Box 494, Wellington 6140

Marlborough

☎ 04 472 7837
✉ marlborough@lawsociety.org.nz
📦 PO Box 494, Wellington 6140

Nelson

☎ 03 546 8535
✉ nelson@lawsociety.org.nz
📍 181 Bridge Street, Nelson 7010
📦 PO Box 240, Nelson 7040

Canterbury Westland

☎ 03 366 9184
✉ canterbury-westland@lawsociety.org.nz
📍 307 Durham Street, Christchurch 8013
📦 PO Box 565, Christchurch 8140

Otago

☎ 03 477 0596
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