

THE LAW SOCIETY OF HONG KONG

FEES SCHEDULE

Description		Fees Schedule
		04/01/2024
1	Solicitors	
	a. Application for certificate of eligibility for admission	1,500
	b. Associate Membership	1,500
	c. Membership Subscription	2,500
	d. Practising Certificate Fee	6,500*
	e. Unconditional Practising Certificate under S.6 (6A) of Legal Practitioners Ordinance	2,000
	f. Unconditional Practising Certificate under S.6(6) of Legal Practitioners Ordinance	2,000
	g. Application for exemption under Rule 7 of Solicitors (Professional Indemnity) Rules	1,000
	h. Change to Roll of Solicitors (removal, restoration and change of name)	2,000
	i. Application for non-automatic exemption from the Mandatory Practice Management Course under S.6 (6C) of Legal Practitioners Ordinance	2,000
	*50% off for solicitors applying their first PC during 1/10-31/12 each year.	
2	Trainee Solicitor	
	a. Registration of Trainee Solicitors Contract	1,400
	b. On the issue by the Society of any certificate, consent or direction required under the rules where no fee is specifically provided	1,400
	c. An application submitted less than 30 days prior to the secondment under Rule 9(3A), (4) & (7) of the Trainee Solicitors Rules	3,500
	d. Extension of Trainee Solicitor secondments	1,400
	e. Special leave to employ a Trainee Solicitor or act as his Principal	2,500
	f. Late Application for special leave	2,500
	g. Student Membership 2024	Free of Charge
3	Overseas Lawyer seeking admission in Hong Kong	
	a. Application for certificate of eligibility for qualification for admission & eligibility to sit or be exempt from sitting all or portions of the Overseas Lawyers Qualification Examination ("OLQE") ("the Certificate")	6,600
	b. Sitting the OLQE	
	- for any one subject	11,000
	- for each additional subject	2,200
	c. Application for extension of validity period of the Certificate	1,500
	d. Application for review under rule 9 of the Overseas Lawyers (Qualification for Admission) Rules	3,000

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4	Administrative fee for reviewing travel records for the issue of a certificate of eligibility for admission as a solicitor.	1,500
5	Fees payable under the Foreign Lawyers Registration Rules and Foreign Lawyers Registration (Fees) Rules	
	Foreign lawyer	
	a. First registration [#] that is valid from a date that falls within the following periods-	
	i. from 1 July 2023 to 31 March 2024 (both dates inclusive)	9,000
	ii. from 1 April 2024 to 14 May 2024 (both dates inclusive)	4,500
	iii. from 15 May 2024 to 30 June 2024 (both dates inclusive)	13,500
	iv. from 1 July 2024 to 31 March 2025 (both dates inclusive)	9,000
	b. Renewal of a certificate of registration that takes effect on 1 July 2024	9,000
	Remarks:	
	[#] Applicable to applications for first registration or re-registration of a foreign lawyer by way of submitting "Form FL"	
	Foreign firm	
	c. First registration that is valid from a date that falls within the following periods-	
	i. from 1 July 2023 to 31 March 2024 (both dates inclusive)	35,000
	ii. from 1 April 2024 to 14 May 2024 (both dates inclusive)	17,500
	iii. from 15 May 2024 to 30 June 2024 (both dates inclusive)	29,500
	iv. from 1 July 2024 to 31 March 2025 (both dates inclusive)	35,000
	d. Renewal of a certificate of registration that takes effect on 1 July 2024	12,000
	e. Add another jurisdiction after first registration	35,000
	f. Registration of an Association	15,000
	g. Application for removal of conditions from Certificate of Registration	3,800
	h. Application for reduction of the requirement of a period of 2 years of post-qualification experience in the full-time practice of foreign law under rule 5 (3)(a) of the Foreign Lawyers Registration Rules	2,000
	i. Application for waiver under rule 13 of the Foreign Lawyers Registration Rules	10,000
6	Certificate Fee for Law Costs Draftsman	5,000
7	Certificate of Standing	
	a. Solicitor	3,000
	b. Foreign Lawyer	3,000
8	Registered Foreign Firm establishing a Local Practice	10,000
9	Verifications/Confirmations	
	a. Verification of Members' professional education qualifications, practising certificate and membership records for pre-employment screenings or background checks	2,000

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	b. Verification of Solicitors' Employment Records	2,500
	c. Verification of Foreign Lawyers' Employment Records	2,500
	d. Confirmation of registration by foreign lawyers or formerly registered foreign lawyers	5,000
	e. Confirmation of registration of law firms in Hong Kong	3,000
	f. Proof of the educational requirements for admission to the practice of law in Hong Kong for the purpose of obtaining qualification in an overseas jurisdiction	5,000
10	Letter of No Objection/Consent (for the purpose of work visa application)	
	a. Applicants for employment in law firms	5,000
	b. Others (special circumstances)	10,000
11	Application for Enlistment as Reverse Mortgage Counsellor	1,500
12	Application under Rule 5C of the Solicitors' Practice Rules	
	a. Application for waiver under Rule 5C	25,000Δ
	b. Application for deviation from standard form of Agreement for sale and Purchase:-	
	- for Non-Consent Scheme under Rule 5C(3)	25,000*
	- for completed development under Rule 5C(4)	25,000*
	- uncompleted development	25,000*
	- completed development	25,000*
	Δ For each waiver applied for * For each agreement	
13	Application for Waiver for DMCs	
	a. One Single village type house not exceeding 3 storeys (with one unit on each storey)	20,000
	b. All others except a. above :-	
	2 - 20 units	64,000
	21 - 50 units	100,000
	51 - 99 units	132,000
	100 units and above	180,000
	Application for Waiver for Sub-DMCs	
	2 - 20 units	64,000
	21 - 50 units	100,000
	51 - 99 units	132,000
	100 units and above	180,000
14	Application for search of waiver or consent letter	3,500
15	Enquiry on Wills	5,000

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16	Accountant's Report	
	a. Application for approval for a change of accounting periods by solicitors' firms	3,000
	b. Application to extend periods of time for submission of accountant's reports by solicitors' firms	5,000
	c. Application for approval for a change of accounting periods by foreign firms	3,000
	d. Application to extend periods of time for submission of accountant's reports/statutory declarations by foreign firms	5,000
	[Such charges to be payable upon application]	
17	Authorized Clerks List	
	a. Application for addition of a clerk to the list of authorized clerks	2,000
	b. Application for deletion of a clerk from the list of authorized clerks	Free Of Charge
	c. Application by a firm with authorized clerks to amend its firm name on the Society's Records	2,000
	[Such charges to be payable upon application]	
18	Rule 4 of the Solicitors' Practice Rules - Sharing of Fees with Foreign Lawyers	
	a. Application for waiver under Rule 4 of the Solicitors' Practice Rules by firms seeking to share profits with foreign lawyers who are partners to the firm in a jurisdiction where the sharing of fees with such partners is permitted.	20,000
19	Application for waiver in respect of sharing of office and staff under Practice Direction D5 and Rule 7 of the Foreign Lawyers Practice Rules	10,000
20	Application for certificates of standing for submission to the Trade & Industry Department and the relevant Mainland authorities for firm in respect of the establishment of:	
	a. representative office by Hong Kong firms in the Mainland	12,000
	b. association by Hong Kong firm with a Mainland law firm in the Mainland under Closer Economic Partnership Arrangement	12,000
21	Application for certificate of Standing for firms	12,000
22	Application for Assistance in Establishing Branch Offices in places apart from the Mainland by Hong Kong Law Firms	12,000
23	Application relating to professional stationery	2,500
24	Application for approval of the name of a group practice	10,000
25	Cessation of Practice (Hong Kong and Foreign Law Firms)	
	a. Notice of Rescission	2,000
	b. Application for waiver under Practice Direction D7 and Practice Direction Q	10,000
26	Applications for accreditation of CPD courses for commercial providers	2,000 per course
27	Applications for accreditation of CPD courses for law firms and non-commercial providers	800 per course

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28	Applications for accreditation of overseas CPD courses by individual practitioners	1,000 or 2,000 per course
29	Applications for accreditation of law courses and distance learning course by universities and institutions	5,000 per course
30	Annual accreditation fee for CPD/RME electives accredited providers (for law firms only)	8,000
31	Annual accreditation fee for CPD accredited providers (for law firms and non-commercial providers)	6,000
32	Applications for accreditation of RME core programme for principals (for law firms only)	6,000 per course
33	Applications for accreditation of RME core programme for non-principals/trainee solicitors (for law firms only)	2,000 per course
34	Applications for accreditation of RME elective courses for law firms and non-commercial providers	1,000 per course
35	Applications for accreditation of RME elective courses for commercial providers	3,000 per course
36	Applications for admission as Law Society's General/Family Mediator	Free of Charge
37	Administrative fee for renewal of membership of Law Society's General/Family Mediator	Free of Charge
38	Replacement of lost/damaged membership card	100
39	Applications for waiver under rules 6A(7), 7A(3) and 15 of the Solicitors' Accounts Rules	10,000
40	Applications by accredited CPD providers (law firms) for conducting courses exclusively for clients or conducting courses for the law firm's solicitors and more than 3 clients	2,000
41	Law Society Products/Publications	
a.	Advertising in Weekly Circulars	
	- per A4 sized page (the file size should not be more than 200kb)	2,500
b.	Professional Announcement in Weekly Circulars	
	- 4"x7" (the file size should not be more than 100kb)	2,500
c.	Situations Vacant in Weekly Circulars	
	- size: 3"x7" / 4"x7" 6"x7" / 9"x7"	1,700 / 2,500 3,700 / 5,000
	- include one free additional posting of the same advertisement (the file size should not be more than 200kb)	

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d.	Subscription Fees for promotion in the Directory of Hong Kong Law Firms and Free Legal Consultation	
	- Per Listing for Directory	300
	- Per Listing for Free Legal Consultation (This fee of \$100 will be waived if the firm subscribed for listings in both the Directory and Free Legal Consultation.)	100
	- Administrative charge for each subsequent request of online amendment	100
e.	The Hong Kong Solicitors' Guide To Professional Conduct	
	- Volume 1 English/Chinese Version (member/non-member)	100/200
	- Updates per calendar year (member/non-member)	100/100
f.	Car Badge	500
g.	Golf Cap	50
h.	Pin	10
i.	Umbrella (Foldable)	80
j.	Bear/Panda/Polar Bear Key Chain (pc.)	90
k.	Bear/Panda/Polar Bear Key Chain (pair - male&female)	150
l.	Law Society Wooden Plaque	500
m.	A4 Organiser	200
n.	Foldable Soft Silicon Bluetooth Keyboard	140
o.	Wireless Mouse	90
p.	Vacuum Flask	220
q.	Luggage Tag	80
r.	Plastic Folder	15
s.	115th Anniversary-branded Neckties (Box Set of 3 ties)	589
t.	Law Society 115A Book	250
u.	Wooden Gavel USB (8GB)	120
42	Certified True Copy	280
43	Photocopying Charges (A4)	
a.	Single sided	1
b.	Double sided	2
c.	Transparency	10
44	Recreation and Sports Programme Annual Fee (waived for those who have joined the 2023 Recreation and Sports Programme)	100
45	Application for Employment under	
a.	Section 53(1) of the Legal Practitioners Ordinance	500
b.	Section 53(1A) of the Legal Practitioners Ordinance	500
c.	Section 53(3) of the Legal Practitioners Ordinance	500