

To: **The Law Society of Hong Kong**
3/F, Wing On House,
71 Des Voeux Road Central, Hong Kong
Tel: 2846-0500 Fax: 2845-0387
Attn: Registration Section

FOR OFFICIAL USE ONLY

Foreign Lawyer No.: F00 _____
Date received: _____
Fees received: _____

**APPLICATION FOR CERTIFICATE OF STANDING
(FOREIGN LAWYER)**

I. Particulars of the Applicant

- a. Title: _____ (e.g. Mr./Mrs./Miss/Ms.)
- b. Surname: _____ Othername: _____
(As stated in your Certificate of Registration as a Foreign Lawyer issued by the Law Society)
- c. HKID / Passport No.: _____
- d. Date of Birth: _____ (dd)/ _____ (mm)/ _____ (yyyy)
- e. Name of Firm / Organisation: _____
- f. Correspondence Address: _____

- g. Mobile No.: _____ Office Tel. No.: _____
- h. Email Address*: _____

* The email address will be used to contact the applicant for collection of the Certificate of Standing.

II. Language, Addressee and Purpose for which the Certificate of Standing is to be issued^Ω

- a. Language: English version Chinese version[∇]
- b. Addressee or Organisation _____
(e.g. Solicitors Regulation Authority, 北京司法局) _____
- c. Address: _____

- d. Purpose: _____

^Ω The information in Part II will be displayed on the Certificate of Standing.

[∇] Please complete the answers in Chinese in Part II, if you apply for the Chinese version of the Certificate of Standing.

III. Administrative fee of HK\$3,000.00 for the Certificate of Standing (“tick” one only)

- A cheque (No. _____) for HK\$3,000.00# payable to “The Law Society of Hong Kong” is enclosed.
- Telegraphic transfer of HK\$3,000.00# was made on _____(date). Any administrative costs or charges from banks should be borne by the sender and not be deducted from the application fee. A copy of the remittance advice is enclosed.

Bank & Address: HSBC, 1 Queen's Road Central, Hong Kong
Bank Code & Account No.: (004) 583-009055-001
Name: The Law Society of Hong Kong
SWIFT Code: HSBCHKHHHKH

- Cash in the sum of HK\$3,000.00# was paid at the Reception counter of The Law Society of Hong Kong. A copy of the receipt is enclosed.

This does not include the postal fee for special requests to send Certificates of Standing by registered mail or by courier to specified address is; postal fee will be charged separately.

Note: Processing of the application takes at least 2–4 weeks from the receipt by The Law Society of the duly completed application form, the requisite application fee and all relevant documents in support of the application.

Date

Signature of the Applicant

Personal Information Collection Statement

The personal data collected in this Application (“the data”) will be used by the Law Society of Hong Kong (“the Society”) for the following purposes:

- (i) The processing of this Application and related matters;
- (ii) The exercise of the powers of the Society conferred upon it under the Legal Practitioners Ordinance (Chapter 159) and its subsidiary legislation; and
- (iii) The performance of the functions of the Society in accordance with its Memorandum and Articles of Association and the attainment of the objects for which the Society is established.

In making this Application, it is obligatory for you to supply the Society with all data requested in this form except as otherwise indicated. The consequence for you if you fail to supply such data is that the Society will not be able to process this Application

The data may be provided to such persons within the Society whose proper business it is to carry out the purposes mentioned above. The data may also be provided to other persons who may help the Society in attaining the purposes above mentioned.

Any data that is provided to anyone outside of the Society will be restricted to what is necessary and not excessive to achieve any intended purpose.

You have the right to request access to and correction of the data. Any such request should be addressed to the Secretary General, the Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong.

The Privacy Policy Statement of the Society is available on its website at www.hklawsoc.org.hk.