

## NOTIFICATION OF CHANGES TO PARTICULARS RELATING TO SOLE PRACTITIONER — LOCAL FIRM

[Please put all information as required or put “not applicable”]

1. Name of sole practitioner

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2. Name of firm

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3. The following person(s) is / are\* no longer appointed as the executor of the will:

Name	Address	with effect from

4. The following details of the executor(s) of the will which contains the testamentary provision which provides for the management of my practice as a sole proprietor after my death have changed / will change\*:

<b>Full Name (English &amp; Chinese, if applicable)</b>	<b>Address</b>	<b>Telephone No</b>	<b>Fax No</b>	<b>Telex No</b>	<b>DX No</b>	<b>with effect from</b>

5. The following solicitor is no longer appointed to manage my practice after my death:

<b>Name</b>	<b>Address</b>	<b>with effect from</b>

6. The following details of the solicitor appointed to manage my practice after my death have changed:

Full Name (English & Chinese, if applicable)	Address	Telephone No	Fax No	Telex No	DX No	with effect from
Agree and Consent by:  <hr/> (Signature of the nominated solicitor)						

7. The following details of the location of the will containing the testamentary provision which provides for the management of my practice as a sole practitioner is lodged have changed:

Name	Address

8. Signature of principal:

\_\_\_\_\_  
(Print your name clearly underneath your signature)

Date: \_\_\_\_\_

## Personal Information Collection Statement

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

- (i) The processing of the changes to particulars relating to a sole practitioner – local firm given in this Notification 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 Notification, it is obligatory for you to supply the Society with all applicable changes of particulars as required under Rule 5AA(2)(b) of the Solicitors’ Practice Rules. The consequence for you if you fail to supply such data is that you may have contravened the requirements of the Solicitors’ Practice Rules.

The data may be provided to such persons within the Society whose proper business it is to carry out the purposes above mentioned. 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, 26/F, The Center, 99 Queen’s Road Central, Central, Hong Kong.

The Privacy Policy Statement of the Society is available on its website at [www.hklawsoc.org.hk](http://www.hklawsoc.org.hk).