

香港高等法院
司法常務官內庭用箋



REGISTRAR'S CHAMBERS
HIGH COURT
HONG KONG

Our Ref.: SC 101/25/1 II

Your Ref.: Probate

Tel. No.: 2825 4600

Fax No.: 2524 4860

17 October 2002

Mr. Simon S.H. Ip
The President
The Law Society of Hong Kong
3/F Wing On House
71 Des Voeux Road Central
Hong Kong

Dear Sir,

Re: Panel Solicitor for the Official Administrator

As you are aware, the Registrar of High Court is ex officio Official Administrator. From time to time we retain solicitors to act on his behalf. My estimate is about 10 cases per year.

We have been advised to maintain a panel of solicitors to ensure that there is an even distribution of work. I intend to set up a Panel of Solicitors who are prepared to act for the Official Administrators. The list is open to all solicitor firms provided that the firm has at least one solicitor who:

- (a) understand the duty and function of an Official Administrator;
- (b) have at least 5 years' experience in the following practice:-
 - ◆ application for grant of probate or letter of administration (not necessarily on behalf of the Official Administrator)
 - ◆ going through the estate duty formality
 - ◆ administration of estate

Solicitors who are instructed will be paid on solicitor and own client basis but will be limited by the principle of proportionality in case of small estate.

Solicitors who would like to be considered for appointment to the

Panel of Solicitors for the Official Administrator should apply to the Registrar with full details of the qualifications listed above in an envelope addressed to the Registrar, High Court, 38 Queensway, Hong Kong and marked "Confidential – OA Panel".

Yours faithfully,

A handwritten signature in black ink, appearing to read "C. Chan", with a long, sweeping horizontal stroke extending to the right.

(Christopher C. Chan)
Registrar