

To: Department of Justice
Civil Litigation Unit

**EXPRESSION OF INTEREST
(SOLICITORS FIRMS)**

Name of the Firm / Contact Person (Post)	
Contact Details	
Address:	
Tel. No.:	
Fax No.:	

1. Please indicate below the type(s) of cases that you are interested in.
(Please ☒ as appropriate)

- ☐ Charging order
- ☐ Order for sale
- ☐ Winding-up
- ☐ Bankruptcy

2. Please introduce your firm by providing the information in the space provided.

Firm size	Number	Relevant Experience*
Supervising practising partners		
Assistant solicitors / associates with over 5 years PQE		
Assistant solicitors / associates with 3-5 years PQE		
Supporting staff: legal executive / litigation clerk		
Supporting staff: trainee solicitor		

*If necessary, please provide the information in supplemental A4 sheet.

CONFIRMATION

- ☐ (a) We confirm that we are interested in undertaking the above cases on behalf of the Government.
- ☐ (b) We confirm that we have no conflict of interest to act for the Government.
- ☐ (c) We confirm that our professional staff *have / do not have any criminal convictions.
- ☐ (d) We confirm that we or any of our staff referred to in the table above *have / have not been the subject of any disciplinary proceedings.
- ☐ (e) If the answer to (c) or (d) above is in the affirmative, we have included the details and outcome in a supplementary sheet.
- ☐ (f) We will notify Civil Litigation Unit of the Department of Justice if there is any change in the information provided in this form within one month of such change.

*please delete as appropriate

Authorized signature to sign
this Expression of Interest
for and on behalf of
the solicitors firm: _____

Name of the
solicitors firm: _____

Date: _____

Notes:

- (1) Please submit the completed form by email to cdboec@doj.gov.hk.
- (2) If the space provided is not enough for your answers, please continue in a separate sheet of paper.
- (3) The Civil Litigation Unit of the Department of Justice may require further information or proof of the information provided.
- (4) Personal Data
 - (a) The personal data provided by means of this form and/or any attachment attached hereto will be used by the Government for the purpose of considering your suitability to act for the Government.
 - (b) The provision of personal data is voluntary. If you do not provide sufficient information, we may not be able to assess your suitability to act for the Government.
 - (c) You have a right to request access and correction of your personal data provided herein under sections 18 and 22 and Data Protection Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Cap. 486). Your right of data access includes the right to obtain a copy of your personal data provided herein.
 - (d) Enquiries concerning the personal data provided herein, including the making of a data access or correction request, should be addressed to Ms Karissa Wai, Executive Officer (Civil Division, 3/F, Main Wing, Justice Place, 18 Lower Albert Road, Central, Hong Kong/ Tel: 3918 4439; Email: karissawai@doj.gov.hk).