

THE LAW SOCIETY OF NEW SOUTH WALES SCHEME APPLICATION FOR DISCRETIONARY HIGHER CAP



THE LAW SOCIETY
OF NEW SOUTH WALES

To be completed by law practices choosing a Discretionary Higher Monetary Ceiling.

This form **MUST** be submitted with either a Renewal form or an Application for Participation in The Law Society of New South Wales Scheme.

All higher cap applications will be referred to the Committee for consideration, which meets on a monthly basis.

This form **MUST** be lodged seven (7) days prior to the Committee meeting for it to be considered at that month's meeting.

Clauses 4.1 and 4.2 of the Law Society of New South Wales Scheme (the Scheme) provide –

4.1 The Law Society has discretionary authority, on application by a Participating Member, to specify in relation to the Participating Member, a higher maximum amount of liability (monetary ceiling) than would otherwise apply under the Scheme in relation to him or her either in all cases or in any specified case or class of case.

4.2 If, in the exercise of its discretion under clause 4.1, the Law Society has specified a higher maximum amount of liability (monetary ceiling) than would otherwise apply under the Scheme in relation to a Participating Member, the maximum amount of liability (monetary ceiling) in relation to that Participating Member is that higher maximum amount.

1. APPLICANT DETAILS

Law practice name:

Law practice number:

Business address:

Street number and name:

Suburb:

State:

Country:

Postcode:

DX:

2. HIGHER MONETARY CEILING

The law practice applies for a higher maximum amount of liability as follows:

Limitation amount (You **MUST** complete section 2A, 2B or 2C below)

Current limitation amount under the Scheme for this law practice:

Higher maximum amount of liability sought:

\$ million

\$ million

SECTION 2A - THIS APPLICATION IS MADE IN RESPECT OF ALL CASES

Yes (continue to section 3)

No (complete either sections 2B or 2C below)

SECTION 2B - IF APPLICATION IS MADE IN RESPECT OF A CLASS OF CASE, PLEASE PROVIDE DETAILS HERE OR BY ANNEXURE

Dates you wish the higher cap to apply:

From: / / to: / /

Class of case:

Transaction type:

Attach additional page if necessary.

Attach additional page if necessary.

2. HIGHER MONETARY CEILING (CONTINUED)

SECTION 2C - IF APPLICATION IS MADE IN RESPECT OF A SPECIFIED CASE, PLEASE PROVIDE DETAILS HERE OR BY ANNEXURE

Dates you wish the higher cap to apply:

From: / / to: / /

Specified case:

Transaction type:

 Attach additional page if necessary.

 Attach additional page if necessary.

3. NOTIFICATION TO CLIENTS OF HIGHER CAP

The law practice will notify those clients affected by the specification of the higher maximum amount of liability in the following manner:

 Attach additional page if necessary.

4. EVIDENCE

- Attached is a current certificate of professional indemnity insurance (PII) relating to the PII cover for the law practice and which is commensurate with the higher maximum amount of liability sought under this Application.

5. DECLARATION

I am the person duly authorised for and on behalf of the law practice to make this application. On behalf of the law practice, I

1. Authorise the Law Society, for the purposes of this application, to make relevant enquiry of the client(s) or other relevant person(s), to provide particulars of the application to other relevant person(s) or bodies including Law Societies in other States and Territories in which the applicant practices, and to record particulars of the applicant, details of the cases to which the exercise of the discretion is to apply, and any specified higher maximum amount of liability on its database; and
2. Undertake to notify the Law Society of any subsequent change in the circumstances referred to in this application, that is relevant to the Law Society's exercise of its discretionary authority, including any relevant changes in insurance arrangements; and
3. Undertake to apply if appropriate to the relevant occupational association in the other jurisdictions of which the applicant is a member, for a higher maximum amount of liability that is consistent with the amount specified by the Law Society, where a scheme applies to the law practice under Professional Standards Legislation of another State or Territory; and
4. Agree that any reasonable period of notice may be given to the law practice by the Law Society of a change to the higher maximum amount of liability where the Law Society, in its absolute discretion, determines that the period of notice is reasonable in the circumstances, including where the law practice cease/s to have the benefit of insurance of an appropriate standard and level; and
5. Undertake to notify clients of any higher maximum amount of liability in the nature and manner specified in this application.

Authorised signatory's name*: (must be a solicitor member and principal of the law practice)

Law practice name:

Signed:

Dated (DD/MM/YYYY):

/ /

*The signatory will be recorded as the designated Scheme coordinator for Law Society purposes.

2017 SCHEME ADMINISTRATION COMMITTEE TIMETABLE

LODGEMENT DATES	MEETING DATES
12 January	19 January
9 February	16 February
9 March	16 March
13 April	20 April
11 May	18 May

LODGEMENT DATES	MEETING DATES
8 June	15 June
13 July	20 July
10 August	17 August
7 September	14 September
12 October	19 October

PERSONAL INFORMATION COLLECTION NOTICE

By completing this form you are providing personal information to The Law Society of New South Wales (we, us, or our).

Who do we collect the personal information from?

We generally collect your personal information directly from you. However, in some cases, we may receive your personal information from a third party (for instance if we receive a complaint) and when it is relevant to our statutory responsibilities (for instance other regulators who have dealt with you).

What are the purposes for which we collect personal information?

We collect your personal information to:

- fulfil our functions and responsibilities under, and facilitate compliance with, the *Legal Profession Act 2004 (NSW)*, *legal profession legislation* (as defined in the *Legal Profession Uniform Law Application Act (2014)*), the *Corporations Act 2001 (Cth)* and associated regulations (which require and authorise us to collect certain information) including to maintain regulatory and corporate records;
- fulfil our role as your professional association including:
 - maintaining membership records
 - communicating with you to offer products, services and events and when you obtain a product or service or come to an event
 - to conduct research and provide public representation; and
 - provide information to third parties as authorised or required by law.

What if we didn't collect this personal information?

Without your personal information we may not be able to process your application or request, perform our statutory functions or provide you with some or all of the services of the Law Society as a professional association.

Who are the types of bodies and persons to whom we usually disclose your personal information?

Your personal information may be provided to:

- entities distributing information relevant to you as a legal practitioner or member of the Law Society;
- LawCover and other professional indemnity insurers and practising certificate funders;
- our professional advisors and contractors (strictly on the basis that the information is to be used only for providing services to the Law Society and must not be disclosed);
- Australian regulators and government entities (such as the Office of the Legal Services Commissioner) and overseas regulators; and
- organisations that represent the legal profession such as the Law Council of Australia and Regional Law Societies.

Disclosure overseas

If you practise in a foreign country (or apply to do so) we may send your personal information overseas in response to an inquiry from the relevant authority in that place.

You can access and correct your personal information

Our privacy policy contains information about how you may access your personal information and seek correction of such information; as well as how to complain about a breach of the Australian Privacy Principles and how we will deal with such a complaint. Our privacy policy is accessible via a link appearing at the foot of each web page at www.lawsociety.com.au.

How to contact us

PRIVACY OFFICER

Corporate Legal Services
The Law Society of New South Wales
170 Phillip Street, SYDNEY NSW 2000

Telephone: (02) 9926 0333

Fax: (02) 9231 5809

Email: corplegal@lawsociety.com.au

Please do not return this form to the privacy officer