

UNQUALIFIED LEGAL PRACTICE

Complaint Form

Under section 14 of the *Legal Profession Uniform Law (NSW)* (**Uniform Law**), the Law Society of New South Wales (**Law Society**) is responsible for investigating queries and allegations about persons/entities who/that may have:

1. engaged in unqualified legal practice contrary to section 10(1) of the Uniform Law; and/or
2. held themselves and/or other specified entities out as entitled to engage in legal practice, contrary to section 11 of the Uniform Law.

If you would like to make a complaint, please complete this form and send it to the Professional Standards Division of the Legal Regulation Department of the Law Society (**PSD**) at the email address psd@lawsociety.com.au:

1. with the subject line “UQP Complaint to the Law Society of NSW”; and
2. attaching any relevant information/material as requested below.

Person making the complaint

Title	
First Name	
Last Name	
Address	
Telephone – Landline	
Mobile	
Email Address	

Person/entity the subject of the complaint

Title	
First Name/Entity Name	
Last Name	
Address	
Telephone – Landline	
Mobile	
Email Address	

Location of alleged conduct

Where did the alleged conduct take place?

Summary of alleged conduct

Please provide a summary of the details of the alleged conduct.

Request for further information

Please provide copies of all material in your possession, which may provide evidence that the subject may have:

1. engaged in unqualified legal practice; and/or
2. represented to you or any other person that they are entitled to engage in legal practice.

Disclosure of information and documents

The Law Society may, where it considers it necessary to do so, provide the subject of your complaint and/or other persons with information and/or documents that you provide to it. That information or those documents may disclose to the subject and/or other persons your name and the fact that you provided the Law Society with information/documents in relation to them. The Law Society may also provide such information and/or documents to the subject and/or other persons on the basis that you consent to it doing so.

Do you consent to the Law Society providing the subject and/or other persons with information and documents as indicated above?

YES

NO

If you selected no, please provide the Law Society with your reasons.

Signature

I ask that the Law Society consider and deal with my complaint.

I have completed all relevant sections of this form and have attached copies of all relevant documents to my complaint.

I understand that if I do not provide all relevant information/documents it may delay the processing of my complaint or it may mean that the Law Society may not be able to deal with my complaint.

I understand that the Law Society aims to deal with complaints as expeditiously as possible but there is not a designated timeframe in which the Law Society will deal with my complaint.

Signed

Name

Date



What happens next?

The Law Society will consider whether it has the power to deal with your complaint and how it will handle it based on the information and material you have provided to it.

The Law Society will write to you again if it requires additional information and/or documents in relation to the complaint. If you receive a request for further information and/or documents from the Law Society, please respond as quickly as possible to enable the Law Society to deal with your complaint efficiently.

In view of the prohibition on disclosure of information under section 462 of the Uniform Law, the Law Society may not be able to provide you with any further information in relation to your complaint.

The Law Society will notify you once it has completed its investigation of your complaint.

If you have any enquiries about your complaint, please email PSD at psd@lawsociety.com.au.