



Law Society of Ontario
Licensing and Accreditation
130 Queen Street West, Toronto, ON M5H 2N6
T: 416-947-3315 or 1-800-668-7380 ext. 3315
licensingprocess@lso.ca

LICENSING PROCESS Reference Form

THIS FORM is to be used when a candidate is unable to secure a guarantor to certify their application documents. This form and all applicable supporting documents must be completed by both the referee and candidate and submitted by mail or courier to the Licensing and Accreditation Department by the candidate.

The submission of this form should be accompanied by the following as applicable:

- a completed Part II of the Licensing Process application;
- two passport photos (One to be signed on the back by the referee according to the instructions outlined in the web sections called [Completing the Lawyer Licensing Process Application](#) (for lawyer applicants) and the [Completing the Paralegal Licensing Process Application](#) (for paralegal applicants);
- a certified copy of acceptable Proof of Legal Name document(s).

Candidate/Applicant Information:

Full Legal Name: _____ (First, Middle, Last)

Mailing Address:

Candidate ID Number:

Telephone:

By submitting this form, you are declaring that the information you have provided and any supporting documents is complete, true and correct. You also understand that providing false or misleading information to the Law Society in relation to this information will result in your not being licensed under the *Law Society Act*.

Candidate Signature:

Date: _____ (MM/DD/YY)

By typing your name into the signature field, you agree that you are signing this form electronically and that your electronic signature is the legal equivalent of your manual signature on this form.

Referee Information:

Full Legal Name: _____ (First, Middle, Last)

Referee's Eligible Occupation/Profession: _____

Please review the section on **Eligible Occupation or Profession of a Guarantor or Referee** included on the webpages, [Completing the Lawyer Licensing Process Application](#) (for lawyer applicants) or [Completing the Paralegal Licensing Process Application](#) (for paralegal applicants).

Relationship to the Applicant: _____

Has known the applicant for _____ (Years) _____ (Months)

Is the referee a Canadian Citizen? YES NO

The documents I have certified include: (check all that apply)

Legal name supporting document(s) of the above applicant/candidate.

2 colour passport photos of the above applicant/candidate, on the back of one of which I have written "I certify this to be a true likeness of [insert applicant's name]" and have signed below this statement on the photo.

Printed copy of the Licensing Process application.

Referee's PERSONAL Contact Information:	Referee's BUSINESS Contact Information:
Mailing Address:	Mailing Address:
Telephone:	Telephone:
Email:	Email:

I acknowledge that the above applicant is applying to the Law Society of Ontario's licensing process.

Referee Signature: _____ Date: _____ (MM/DD/YY)

By typing your name into the signature field, you agree that you are signing this form electronically and that your electronic signature is the legal equivalent of your manual signature on this form.