



REGISTRATION FOR REGISTERED CHARITIES AND NOT-FOR-PROFIT CORPORATIONS

Under Part VI of By-Law 7

Services Delivered by Lawyers and Paralegals Through Civil Society Organizations

PART A: APPLICANT INFORMATION

1. Registered Charity or Not-For-Profit Corporation Information

Legal name of the charity or not-for-profit corporation (“Organization”):

Operating or trade name (if different from legal name): _____

Address: _____

Telephone: _____

Fax: _____

Website (if applicable): _____

Please check one:

Registered Charity Registration # _____

Not-for-Profit Corporation Business # _____

2. Organization Representatives/Contacts

a) Representative and contact person:

• Full Name: _____

• Title: _____

• Telephone: _____

• Mobile: _____

• Email: _____

b) Alternate representative and contact person:

• Full Name: _____

• Title: _____

• Telephone: _____

• Mobile: _____

• Email: _____

PART B: SERVICES PROVIDED BY THE ORGANIZATION

3. Services Provided by the Organization

Please briefly describe the services provided by the Organization and/or its mandate.

4. Area(s) of Law/Legal Services

In general, what legal services will be provided by lawyers/paralegals employed by the Organization?

5. Provision of lawyer and/or paralegal services together with other services

Will the lawyer and/or paralegal provide professional services separate and apart from other client services, or will lawyer and/or paralegal services be provided at the same time or together with other services?

Please check one:

- Lawyer or paralegal services only
- Lawyer or paralegal services and other services

Please briefly describe the lawyer or paralegal services that will be delivered together with other services.

PART C: REQUIRED CONDITIONS

By signing this registration form, the Organization acknowledges and accepts the conditions under Law Society of Ontario ("LSO") By-Law 7, Part VI including the following conditions:

- i) that lawyers or paralegals ("LSO licensees") serving clients of the Organization by practising law or providing legal services on behalf of the Organization will do so only as employees of the Organization;
- ii) that services provided by LSO licensees to clients of the Organization on behalf of the Organization will be provided at no cost to the clients in any form, although the Organization may charge costs for disbursements;
- iii) that neither LSO licensees nor the Organization may receive or pay referral fees in connection with the practice of law or provision of legal services;
- iv) that all LSO licensees will have control over the delivery of their services to clients of the Organization;
- v) that all appropriate confidentiality and privilege will be protected by the LSO licensee, and respected by the Organization; the LSO licensees serving clients of the Organization will only disclose client information with the client's consent, or as required by law;
- vi) that all LSO licensees employed by the Organization will follow the professional conduct rules;
- vii) that if there is a change in information, the Organization will notify the LSO in writing of such change as soon as the change is known to the Organization; and
- viii) that the Organization must file a Report each year with the LSO in the form and on the date required by the LSO.

I understand that the Organization may be de-registered at any time at the LSO's discretion for failing to adhere to any of the conditions set out in this form or for whatever other reasons determined by the LSO. I authorize the LSO to make public information about de-registering of the Organization.

PART D: ORGANIZATION AUTHORIZATION

I hereby authorize the LSO to make inquiries of any person, government, official or body, about the status of the registering Organization. I will provide any additional specific authorization or any release that is required for the purpose of enabling the LSO to obtain any information required to register the Organization, including, without limitation, documents relating to the Organization’s status. I further authorize the LSO to make information about the registering Organization available to the public.

I declare that all information supplied by me with respect to this application, and in the documents provided in connection with this application, if any, is true, accurate, and complete.

Signature

Date

Full Name: _____

Title: _____

I have the authority to bind the Organization

Questions about how charities and not-for-profit corporations register with the LSO as Civil Society Organizations should be directed to Complaints & Compliance by calling 416-947-3315 and asking to be transferred, or by emailing lsforms@lso.ca. Completed registration forms may be mailed to:

Law Society of Ontario
Complaints & Compliance Department
Osgoode Hall, 130 Queen Street West, Toronto, ON M5H 2N6