



THE LAW SOCIETY OF UPPER CANADA
BY-LAW ADMINISTRATION SERVICES
130 QUEEN STREET WEST, TORONTO, ON M5H 2N6

BYLAWADMIN@LSUC.ON.CA
PHONE: 416-947-3315 OR 1-800-668-7380 EXT. 3315

The Law Society of
Upper Canada

Barreau
du Haut-Canada

**THE LAW SOCIETY OF UPPER CANADA APPLICATION FOR
PERMISSION TO SURRENDER A CERTIFICATE OF AUTHORIZATION
UNDER PART II OF BY-LAW 7**

All directors of the professional corporation must sign this application and should review all sections of this application. Each director will be required to declare that the contents of the entire application are true.

1. Professional Corporation Name:

2. Ontario Corporation Number:

3. Certificate of Authorization Number:

Date Issued:

4. Registered Office Address for the Professional Corporation:

5. BUSINESS CONTACT INFORMATION:

Business/Employer Name and Address:

Telephone/Mobile:

Fax:

Email:

NOTE: If more than one place of business, provide details below:

Questions about review and approval of applications should be directed to By-Law Administration Services by calling 416-947-3315 and asking to be transferred, or emailing bylawadmin@lsuc.on.ca

**Mail to: The Law Society of Upper Canada, By-Law Administration Services
Osgoode Hall, 130 Queen St W, Toronto, Ontario M5H 2N6**

6. Complete A, B and C. Circle the appropriate response.

A.

- i)** All money or property held in trust for which the professional corporation was responsible has been accounted for and paid over or distributed to the persons entitled thereto.

YES NO

If **YES**, attach an Accountant's Certificate to the application

If **NO**, attach a separate sheet with an explanation

OR

- ii)** The professional corporation has not been responsible for any money or property held in trust.

YES NO

B.

- i)** All clients' matters have been completed and disposed of or arrangements have been made to the clients' satisfaction to have their papers returned to them or turned over to, as required, a licensee licensed to practise law in Ontario or a licensee licensed to provide legal services in Ontario.

YES NO

If **NO**, attach a separate sheet with an explanation

OR

- ii)** The professional corporation has neither practised law in Ontario or provided legal services in Ontario.

YES NO

C.

Are the directors of the professional corporation aware of any claim against the professional corporation in its professional capacity or in respect of its practice of law in Ontario or provision of legal services in Ontario.?

YES NO

If **YES**, provide details below: (attach a separate sheet if necessary)

- 7.** Provide the reason the professional corporation is applying for permission to surrender the Certificate of Authorization: (attach a separate sheet if necessary)

PROFESSIONAL CORPORATION'S STATUTORY DECLARATION

NOTE: All directors must sign the statutory declaration. (Copy this page if there are more than 3 directors)

I am/we are the Director(s) of the professional corporation named below. I/we have read and reviewed all sections of this application and declare that the information contained in all parts of this application is complete, true and accurate.

NAME OF PROFESSIONAL CORPORATION:

DECLARED BEFORE ME

at _____,

on the _____ day of _____, 20

Signature of a Commissioner for Taking Affidavits

Signature of Director and Law Society Number

Print Name: _____

Print Name: _____

DECLARED BEFORE ME

at _____,

on the _____ day of _____, 20

Signature of a Commissioner for Taking Affidavits

Signature of Director and Law Society Number

Print Name: _____

Print Name: _____

DECLARED BEFORE ME

at _____,

on the _____ day of _____, 20

Signature of a Commissioner for Taking Affidavits

Signature of Director and Law Society Number

Print Name: _____

Print Name: _____

(for office use only)

Approved by:

Approval date: