



The Law Society of  
Upper Canada | Barreau  
du Haut-Canada

## THE LAW SOCIETY OF UPPER CANADA CHECKLIST TO THE APPLICATION FOR PERMISSION TO PRACTISE LAW IN ONTARIO ON A TEMPORARY BASIS UNDER THE NATIONAL MOBILITY AGREEMENT AND PART VII OF BY-LAW 4

Complete all sections of this application. The Law Society of Upper Canada may investigate or verify any information supplied in this application, and may require further explanation from you. Omissions or inaccuracies in your answers may delay processing. If the space provided for any answer is insufficient, complete your answer on a separate sheet, sign and date the sheet and staple it to the application.

The Law Society of Upper Canada's By-Law 4 is available for your information at: [www.lsuc.on.ca](http://www.lsuc.on.ca)

### APPLICATION REQUIREMENTS

1. Submit a completed and original Application for Permission to Practise Law in Ontario on a Temporary Basis Under the NMA and Part VII of By-Law 4. **DO NOT FAX or EMAIL**
2. Submit an original Certificate(s) of Standing (dated within the last 30 days) from each Law Society of which you are or have been a member, inside and outside of Canada

**NOTE:** Your Certificate(s) of Standing must be replaced if it becomes more than 60 days old at the time your application is ready to be approved by Complaints & Compliance. Applicants must remain entitled to practice in their home jurisdiction.

3. Submit additional relevant documents to comply with specific application requirements

Questions about review and approval of applications should be directed to Complaints & Compliance by calling 416-947-3315 and asking to be transferred, or emailing [lsforms@lsuc.on.ca](mailto:lsforms@lsuc.on.ca)

**Mail to: The Law Society of Upper Canada, Complaints & Compliance  
Osgoode Hall, 130 Queen St W, Toronto, Ontario M5H 2N6**



THE LAW SOCIETY OF UPPER CANADA  
COMPLAINTS & COMPLIANCE  
130 QUEEN STREET WEST, TORONTO, ON M5H 2N6

LSFORMS@LSUC.ON.CA

PHONE: 416-947-3315 OR 1-800-668-7380 EXT. 3315

**THE LAW SOCIETY OF UPPER CANADA APPLICATION FOR PERMISSION TO  
PRACTISE LAW IN ONTARIO ON A TEMPORARY BASIS UNDER THE  
NATIONAL MOBILITY AGREEMENT AND PART VII OF BY-LAW 4**

The Law Society of  
Upper Canada | Barreau  
du Haut-Canada

**PART A – APPLICANT’S INFORMATION**

**1. PERSONAL INFORMATION**

Applicant’s Full Name:

Date of Birth: \_\_\_\_\_  
Month/Day/Year

Place of Birth: \_\_\_\_\_  
City and Country

**2. HOME CONTACT INFORMATION**

Home Address including Postal Code:

Telephone/Mobile:

Email:

**3. BUSINESS CONTACT INFORMATION**

Business/Employer Name and Address:

Telephone/Mobile:

Fax:

Email:

**4. CANADIAN MEMBERSHIP INFORMATION**

List any Canadian Law Societies you are or have been a member of:

Name of Law Society: \_\_\_\_\_

Date of Licence: \_\_\_\_\_ Member/Licence Number: \_\_\_\_\_ Status: \_\_\_\_\_

Name called under (if different from personal information in question 1):

Name of Law Society: \_\_\_\_\_

Date of Licence: \_\_\_\_\_ Member/Licence Number: \_\_\_\_\_ Status: \_\_\_\_\_

Name called/licensed under (if different from personal information in question 1):

**5. MEMBERSHIP INFORMATION - OUTSIDE OF CANADA**

List any Law Societies outside Canada you are or have been a member of:

Name of Law Society: \_\_\_\_\_

Date of Licence: \_\_\_\_\_ Member/Licence Number: \_\_\_\_\_ Status: \_\_\_\_\_

Name called/licensed under (if different from personal information in question 1):

Name of Law Society: \_\_\_\_\_

Date of Licence: \_\_\_\_\_ Member/Licence Number: \_\_\_\_\_ Status: \_\_\_\_\_

Name called/licensed under (if different from personal information in question 1):

**Provide an original Certificate(s) of Standing (dated within the last 30 days) from each Law Society of which you are or have been a member, inside and outside of Canada.**

**NOTE: Your Certificate(s) of Standing must be replaced if it becomes more than 60 days old at the time your application is ready to be approved by Complaints & Compliance.**

**6. Do you intend to establish an economic nexus with Ontario as described in Part VII of By-Law 4, because you are applying to be licensed in Ontario?**

**YES      NO**

7. List the purpose(s) for which you are requesting permission to practise law on a temporary basis in Ontario under Part VII of By-Law 4:

8. Have you provided proof of professional liability insurance?

**YES      NO**

**9. LAW DEGREE OR NATIONAL COMMITTEE ON ACCREDITATION (NCA) CERTIFICATE**

**(Choose A or B)**

A) I have a Canadian common law degree.

Name of Law School:

Graduation Year:

**OR**

B) My academic credentials have been evaluated by the National Committee on Accreditation.

**NOTE:** Make arrangements for an original NCA Certificate to be forwarded to the Complaints & Compliance department.

10. Are you currently authorized to practise law in a province or territory of Canada outside Ontario?

**YES      NO**

If **YES:** Jurisdiction(s):

11. Have you been engaged in the practice of law?

**YES      NO**

If **YES:** Provide the following:

Name of Firm:

Address:

If **NO:** Briefly describe your current situation below and include any employment details (if applicable):

## **PART B – GOOD CHARACTER**

**Circle your response to the following questions. If you answer YES to any of the questions in this part, provide full details on a separate sheet and attach any relevant documents including orders and/or judgments.**

- 12.** Are you currently the subject of criminal proceedings or proceedings for any other offence under any statute in Canada or elsewhere?
- YES NO**
- 13.** Have you ever been found guilty of, or convicted of, any offence under any statute in Canada or elsewhere? Exclude speeding and parking tickets.
- YES NO**
- 14.** Has judgment ever been entered against you in an action involving fraud?
- YES NO**
- 15.** Are there any outstanding civil judgments against you?
- YES NO**
- 16.** Have you ever disobeyed an order of any court requiring you to do any act or to abstain from doing any act?
- YES NO**
- 17.** While attending a post-secondary institution, have allegations of misconduct ever been made against you or have you ever been suspended, expelled or penalized by a post-secondary institution for misconduct?
- YES NO**
- 18.** Have you ever been refused admission as a student-at-law, articled clerk or similar position in any professional or regulatory or governing body?
- YES NO**
- 19.** Are you now or have you ever been suspended, disqualified, censured, the subject of a conduct, capacity or competence proceeding or otherwise the subject of discipline in any jurisdiction where you are or were licensed to practise law or provide legal services?
- YES NO**
- 20.** Are you now or have you ever been a member of a professional or regulatory or governing body other than a Canadian Law Society in any jurisdiction?
- YES NO**
- 21.** Have you ever been denied a licence or permit, or had any licence or permit revoked for failure to meet good character requirements?
- YES NO**

22. Are you now the subject of a prosecution or have you ever been prosecuted, suspended, disqualified, censured, the subject of a conduct, capacity or competence proceeding or otherwise disciplined by any professional organization?
- YES NO**
23. Are you aware of any complaint or charge pending against you in your professional capacity, which has not yet come to the attention of your Law Society or professional or regulatory or governing body?
- YES NO**
24. Are you now or have you ever been the subject of an insurance claim under a policy for professional liability insurance?
- YES NO**
25. Have you ever been discharged from any employment where the employer alleged there was cause?
- YES NO**
26. Have you ever been disciplined by an employer, or been a respondent in proceedings alleging a violation of the *Human Rights Code* or similar legislation in any jurisdiction (e.g., sexual harassment, racial discrimination)?
- YES NO**
27. Are you or any company or partnership of which you are or were a director, officer or employee currently subject to a petition or assignment in bankruptcy or a proposal to creditors under the *Bankruptcy and Insolvency Act*, or any similar legislation in any jurisdiction and/or have you or any company or partnership of which you are or were a director, officer or employee ever been bankrupt or insolvent, under any statute?
- YES NO**
28. Are there events, circumstances or conditions, other than those mentioned above, that are potentially relevant to your ability to practise law?
- YES NO**

**PART C – AUTHORIZATION AND DECLARATION**

I hereby authorize the Law Society of Upper Canada to make inquiries of any person or government, any official or body, including, without limitation, any police or academic authority, about my background or character. I will provide any additional specific authorization or any release that is required for the purpose of enabling the Law Society of Upper Canada to obtain information related to my background or character.

I understand that I am not permitted to practise law in Ontario beyond the permission granted by the Law Society of Upper Canada.

I understand that if I am permitted to practise law in Ontario on a temporary basis, I must comply with the *Law Society Act*, by-laws, the *Rules of Professional Conduct*, and all other rules, regulations and requirements of the Law Society of Upper Canada.

I understand that I have a continuing obligation to immediately provide written notification of any change to the information that I have provided to the Law Society of Upper Canada in connection with this application.

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

**DECLARED BEFORE ME**

at \_\_\_\_\_ ,  
on the \_\_\_\_\_ day of \_\_\_\_\_ , 20

**Signature of a Commissioner for Taking Affidavits:**

**Signature of Applicant:**

\_\_\_\_\_

\_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

(for office use only)

Approved by:

Approval date: