

Application for 2024 Membership of the Law Society

This form is applicable to those who wish to apply for one of the followings:

- Please check where appropriate:
- # First Application for membership (also applying for a Practising Certificate)
 - First Application for membership (not applying for a Practising Certificate)
 - ✧ Renewal of membership (also applying for a Practising Certificate)
 - Renewal of membership (not applying for a Practising Certificate)

Applicants are also required to complete the Application for a Practising Certificate.

✧ Only for those who are not members of the Law Society in 2023.

You are not required to complete this form if you hold a practising certificate in 2023 and will apply for a practising certificate for 2024.

Save as otherwise indicated, Applicants MUST complete all fields below:

A. PERSONAL PARTICULARS * These fields will be published in *The Law List*.

- *1. Name in English: _____
Surname first, then given names
- *2. Name in Chinese (if any): _____
3. HKID Card No.: _____ *4. Admission Year in H.K.: _____
5. Home Address: _____
6. Contact No.: Mobile No. - _____ Home No. - _____
7. Correspondence Email¹: _____

I agree to use my Correspondence Email for The Law Society's official communications with me.

- *8. Email Listed on *The Law List*²: _____

I agree to show the above email in *The Law List*.

B. EMPLOYMENT DETAILS *Please tick the box if you wish to publish it to *The Law List*.

For applicants who are not engaged in a Hong Kong solicitors' firm or are not in employment, the fields in Part B are optional.

9. Company/ Organisation Name: * _____
10. Position: _____ Full-Time/ Part-Time
^Please check the appropriate box
(For applicants who are not engaged in private practice, the information provided in the "Position" field will not be published in *The Law List*.)
11. Office Address: * _____
12. Office No.: * _____ 13. Office Fax No. * _____
14. Commencement Date of Position: _____ DD/MM/YYYY
15. Last Date of Previous Employment: _____ DD/MM/YYYY
(if there is a change in the last 12 months)

¹ The Correspondence Email is your email address maintained by The Law Society for The Law Society's official communications with you including but not limited to acknowledgement of online submission, distribution of weekly circulars, sending confirmation for online payment and reset of password.

² You may choose to use the same address as the "Correspondence Email" or a different email address to be shown in *The Law List*.

For those who apply for membership for the first time, your name will be listed under the Professional Moves section of the Society's monthly journal *Hong Kong Lawyer* as Newly-Admitted Members. Please confirm whether, for this purpose, you permit your photograph to be published next to your name.

I **allow** my photograph to be published in the *Hong Kong Lawyer*.

I **do not allow** my photograph to be published in the *Hong Kong Lawyer*.

A membership card with your photograph will be provided to you. For first application or those members who would like their recent photographs to be shown on the membership card, please provide a proper passport-sized photo (approx. size: 3.8 x 5cm / 1.5 x 2inch) with your name written at the back of the photo.

If you **do not wish** the Society to use or provide your permitted kinds of personal data to the permitted classes of transferees for use in direct marketing as described in the attached Personal Information Collection Statement, **you should put a tick in the box below. Please note that this will result in your ceasing to receive some of the information and materials the Society has in the past been providing members with although such information may still be accessed should you voluntarily search for the same in the Society's website.**

I do not wish the Society to use or provide to other persons for use the permitted kind of personal data for direct marketing

If you do not put a tick in the check box above, you shall be treated to have indicated no objection to the use of your permitted kinds of personal data by the Society and the provision of the said data to the permitted classes of transferees for use in offering or advertising the availability of the marketing subjects.

If at any time in the future you wish to withdraw your consent, you may exercise your opt-out right by notifying the Society. The following is the designated email address of the Society which you may use to notify the Society your opt-out request:

opting@hklawsoc.org.hk

A member of the Society whose correspondence address is in Hong Kong will receive a printed copy of the Society's *Annual Report* free of charge. The publication is available in both printed version and through electronic means.

An opt-in mechanism is adopted for the Society's *Annual Report*. Please put a tick in the box below if you wish to receive the printed version of:

Annual Report

The Society's monthly journal *Hong Kong Lawyer* is now available in electronic versions on the Society's website, mobile app and at <http://www.hk-lawyer.org>. You may subscribe to the free E-Newsletter to keep you updated on the release date and latest content. Please click [HERE](#) to subscribe.

*The free E-Newsletter is a service offered by Thomson Reuters and/or service provider(s) working with Thomson Reuters to provide the service. Please review the relevant terms and conditions, the disclaimers and privacy policy(ies) before subscribing.

Signature of
Applicant: _____

Date: _____

Personal Information Collection Statement

The personal data collected in this form (“the data”) will be used by the Law Society of Hong Kong (“the Society”) for the following purposes and purposes directly related thereto:

- (i) The processing of your application for membership of the Society, the management of your membership and related matters;
- (ii) The exercise of the powers of the Society conferred upon it under the Legal Practitioners Ordinance (Chapter 159) and its subsidiary legislation;
- (iii) The performance of the functions of the Society in accordance with its Memorandum and Articles of Association and the attainment of the objects for which the Society is established which include the provision of services to members, the making of arrangements for dissemination of information to the legal profession by all manner of means, the promotion of the knowledge of legal subjects by lectures, books, correspondence, pamphlet or otherwise and the making of arrangements of social and recreational activities for members of the legal profession; and
- (iv) The compilation of *The Law List* which is published for the purpose of facilitating the public and members of the Society in identifying solicitors, foreign lawyers and law firms registered with the Society and in knowing the services they provide.

It is obligatory for you to supply all data requested in the form except as otherwise indicated. The consequence for you if you fail to supply such data is that the Society will not be able to process your application for membership.

The data may be provided to such persons within the Society whose proper business is to have access to and assist in the processing of your application and to manage membership and related matters. The data may also be provided to other persons who may facilitate the Society to carry out the purposes mentioned above.

Any data that is provided to anyone outside of the Society will be restricted to what is necessary and not excessive to achieve any intended purpose.

You have the right to request access to and correction of the data. Any such request should be addressed to the Secretary General, the Law Society of Hong Kong, 3/F, Wing On House, 71 Des Voeux Road Central, Hong Kong.

The Privacy Policy Statement of the Society is available on its website at www.hklawsoc.org.hk.

Use of personal data for direct marketing purposes

To attain the objects for which the Society is established, it is necessary for the Society to use, albeit a minimum amount of, your personal data. In the event that your application for membership of the Society is approved, the Society may use your name, firm or company name and contact details (i.e. office and home addresses, email address, phone and fax numbers as may from time to time be provided to, updated and collected by the Society) (collectively “**the permitted kind of personal data**”) for the purpose of offering to you or advertising the availability of the following goods, services and facilities (collectively “**the marketing subjects**”):

- (i) Continuing Professional Development (“CPD”) and Risk Management Education (“RME”) courses and/or examination preparatory courses provided by relevant course providers;
- (ii) Training courses, workshops, seminars, local and overseas visits to develop and enhance professional standards of the legal profession;
- (iii) Events or activities to be held in the Society Secretariat;
- (iv) Social, sports and recreational activities organized by the Society alone, jointly with other parties or by other parties;
- (v) Rewards, loyalty, privilege, discount, or co-branding programmes or promotions for banking services and products, research systems and services, credit cards, insurance services and products, real estate, telecommunications services, travel, transport, resorts, hotels, leisure products, gifts, electronic products, foods and wine/spirit consumables, apparel, footwear, sports goods, luxurious consumer products, beauty, health and household products and services;
- (vi) Ticketing services for concerts, talks, seminars, sports and special events;

- (vii) Information on publications, books, newspapers, journals and magazines available for subscriptions;
- (viii) Translation services, law costs drafting services, legal research services, professional services offered by persons such as China Appointed Attesting Officers, Accredited General Mediators, Notaries Public and Civil Celebrants of Marriages, banking, credit cards, insurance, accountancy services, information and communications technologies services, recruitment and human resource management services; and
- (ix) Charitable, educational, philanthropic, social, pro-bono and other activities that solicit contributions, donations or participation.

If you wish to receive information of the above marketing subjects, it may be necessary for the Society, with your consent, which includes an indication of no objection, to provide the permitted kinds of personal data to the following classes of transferees (collectively “**the permitted classes of transferees**”):

- (a) Persons, institutes and organisations which provide CPD and RME courses or which provide or organise social, sports and recreational activities for members of the legal profession;
- (b) Publishers, marketing agents, research, survey, translation service providers, search, investigation and other legal services providers, recruitment and human resource agencies, information and communications technologies service providers;
- (c) Organisations which carry out pro-bono, charitable, educational, philanthropic, social or other activities that solicit contributions, donations or participation; and
- (d) Commercial entities, public bodies and co-branding partners which carry out the kinds of marketing subjects stated above which may be approved by the Society.

and in the transfer of such data for the offering or advertising the availability of the aforesaid marketing subjects the Society may receive money or other property from or through the permitted classes of transferees.

Notes to Members

Articles 3(a), 7, 9, 10(a) and 13 of the Articles of Association of the Law Society of Hong Kong state:

Article 3(a)

Every solicitor shall upon evidence that he is eligible to hold a Practising Certificate entitling him to practice as a solicitor of the Supreme Court of Hong Kong (now known as High Court) be entitled to apply for admission to membership of the Society. Application for admission must be made in such form as may be prescribed by the Council from time to time.

Article 7

Any member may withdraw from the Society by giving notice in writing to the Secretary General of his intention to do so, but such notice in the case of a Member shall not take effect until the expiry of such Member’s Practising Certificate (if any) current at the date of the giving of such notice.

Article 9

A Member whose subscription or other claims the Society may have against him shall remain unpaid for one year from the due date shall cease to be a Member provided that the Council may extend such time for any fit and proper action.

Article 10(a)

A Member whose subscription or other claims the Society may have against him shall remain unpaid for one month from the due date shall not enjoy any of the rights or privileges of the Society or vote upon any question until he shall have paid his subscription and such other claims.

Article 13

Any person who shall by any means cease to be a Member shall nevertheless remain liable for and shall pay to the Society all moneys which at the time of his ceasing to be a Member shall be due from him to the Society.