



SAMPLE

**SOLICITORS' PROFESSIONAL INDEMNITY  
PROPOSAL FORM**

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1. State the number of
- (a) Partners \_\_\_\_\_
  - (b) Consultants \_\_\_\_\_
  - (c) Assistant Solicitors \_\_\_\_\_
  - (d) Trainee Solicitors \_\_\_\_\_
  - (e) Unqualified or Administrative Staff \_\_\_\_\_

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2. Has any Partner, Consultant, Assistant Solicitor or employee of the Firm –
- (a) been refused admission to practise before any court or administrative body?
  - (b) been struck off the roll of solicitors, cancelled registration as a foreign lawyer, suspended from practice, prohibited from being employed by any solicitor or foreign lawyers, or permitted to continue practice or continue to be registered subject to conditions by the Solicitors Disciplinary Tribunal?
  - (c) suffered adverse finding or censured in any disciplinary proceedings in connection with the practice of the law?

(If yes, please provide details)

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3. During the past ten years, have any claims been made against the Firm their predecessors, in business, or any of the present Partners and/or Solicitors or to the



knowledge of the Firm against any past Partners or Solicitors? If so, please give full particulars including total amount of payment for each claim including settlement and defence costs, date of notification to insurers, as well as quantum of loss reserve maintained by your present or previous insurers.

4. Is any Partner of the Firm aware of any circumstances which may result in any claim being made against the Firm or their predecessors in business or any of the present or past Partners and/or Solicitors? If so, please give full particulars including estimation of the quantum of claim.

5. Has any application for professional indemnity insurance on behalf of the Firm been declined or has any such insurance ever been cancelled or refused renewal? If so, please give full particulars.

6. What are the gross fees for :

- (a) the past three audited financial years \_\_\_\_\_
- (b) estimate for the current financial year \_\_\_\_\_
- (c) estimate for the next financial year \_\_\_\_\_

7. Please provide an estimate of the percentage of total annual fees from last return for each Area of Practice below:

Criminal Law	%	Personal Injury	%
Debt Collection	%	Financial Advice and Services	%
Children's	%	Commercial & Corporate – Securities	%
Immigration	%	Commercial & Corporate - Non-Securities	%
Employment	%	Intellectual Property Rights Infringement (excluding Patent)	%



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Property Selling	%	Patent	%
Conveyancing - Residential	%	Taxation	%
Conveyancing - Commercial	%	Environmental	%
Landlord & Tenant	%	Litigious – other than previously specified	%
Town & Country Planning	%	Non –Litigious – other than previously specified	%
Trust & Probate	%	Matrimonial	%
Other – please specify			%

9. Please advise the amount of Gross Premium currently paid for the first HK\$10,000,000 of Professional Indemnity insurance, including any claim loading(s) and additional contributions.