

NOTES:

1. Please fill in all sections in block letters and put in “N/A” for those section(s) of the form you consider not applicable.
2. If you require more space for the application, please use a separate A4 sheet(s).
3. Please return the completed form together with at least **TWO** references and other the supporting document(s) to the Law Society of Hong Kong (“the Society”) (*Attn: DRC*).

I. PERSONAL PARTICULARS:

Name:

(Mr/Ms/Mrs/Dr)

_____ (English)

_____ (Chinese)

Nationality:

Language(s):

(Spoken / Written)

Current

Employment:

_____ (Firm)

_____ (Position)

Correspondence

Address:

Contacts:

_____ (Telephone)

_____ (Fax)

_____ (Email)

II. LEGAL AND PROFESSIONAL QUALIFICATIONS:

1. What is your date of admission as a solicitor in Hong Kong?

2. Are you currently a member of the Society?

_____ (Yes / No)

3. Are you holding an in force Practising Certificate issued by the Society¹? _____ (Yes / No)
4. How many years of post qualification experience do you have as a solicitor on a full time basis? _____
5. How many years of arbitration experience (e.g. as an arbitration advocate, arbitration counsel or an arbitrator) do you have? _____
6. Are you currently a fellow or above with the HKI Arb or the CI Arb? _____
- | | | |
|--|---------|------------|
| | HKI Arb | (Yes / No) |
| | CI Arb | (Yes / No) |

III. ARBITRATION AND RELATED EXPERIENCE:

Please specify your

1. number of appointments as arbitrator _____
2. number of arbitration awards published _____
3. number of arbitration cases handled _____
4. area(s) of arbitration and/or related practice:
(*please tick as appropriate*)
- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> Aviation | <input type="checkbox"/> Commercial | <input type="checkbox"/> Construction |
| <input type="checkbox"/> Corporate | <input type="checkbox"/> Employment | <input type="checkbox"/> Energy |
| <input type="checkbox"/> Entertainment and Media | <input type="checkbox"/> Finance | <input type="checkbox"/> Insurance |
| <input type="checkbox"/> Intellectual Property | <input type="checkbox"/> Investment | <input type="checkbox"/> Maritime |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Sports / Esports | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Trusts | <input type="checkbox"/> Other: _____ | |

5. If there is any further information you consider relevant to this application, please state it below:
- _____
- _____
- _____

¹ Please note that you can remain on the Panel of Arbitrators of The Law Society of Hong Kong only if you continually to hold a valid Practising Certificate for the entire 4-year membership period.

IV. REFERENCES:

Please provide at least **TWO** references on your arbitration-related experience (with the name of your referee) below.

REFERENCE	Date:
Name:	Signature:
Comments:	

IV. REFERENCES (continued):

REFERENCE	Date:
Name:	Signature:
Comments:	

IV. REFERENCES (continued):

REFERENCE	Date:
Name:	Signature:
Comments:	

V. PERSONAL INFORMATION COLLECTION STATEMENT

You are advised to note the following pursuant to the Personal Data (Privacy) Ordinance (Cap. 486).

1. The personal data collected in this application and in the documents submitted by you in support of the application (“Data”) will be used by the Society for the purposes of considering this application for admission to the Panel of Arbitrators of the Society.
2. In applying for admission to the panel of the arbitrators, it is obligatory for you to supply the Society with the Data requested in this 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 this application or it may result in delay or refusal of this application.
3. The Data may be provided to such persons within the Society whose proper business it is to have access to and assist in the processing of this application and related matters. The Data may also be provided to the Arbitrators Admission Sub-Committee of the Society, other relevant committee members or Council of the Society and to such other persons who may help the Society in attaining the purposes above mentioned.
4. 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.
5. 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.
6. The Privacy Policy Statement of the Society is available on its website at www.hklawsoc.org.hk.

VI. DECLARATION

1. I have never been found guilty by a Court or disciplinary tribunal of misconduct.
2. I have read and agreed to the above Personal Information Collection Statement.
3. I authorize the Society, its staff, employees and/or members of the Society's Arbitrators Admission Sub-Committee or the Society's relevant committees to deal with, utilize and/or access the data submitted by me as may be required in connection with my application for admission as an arbitrator on the Society's panel.
4. I understand that my data will become a part of the Society's files and may be used for all purposes deemed necessary or useful by the Society.
5. **Without prejudice to the above, or the abovementioned Personal Information Collection Statement, I confirm that, if I am successful in my application to the Society's panel of arbitrators, I agree to disclose my details (i.e. name, telephone number, fax number, email, areas of practice) via the public information channels of the Society, including its website and the Law List, to which third parties would have free access to.**
6. I declare that the information given in support of this application is accurate and complete, and the Society is authorized to check and verify the information supplied pertaining to my application. I understand that any misrepresentation will disqualify my application and may lead to revocation of my admission as an arbitrator (should I be admitted) or other disciplinary action.
7. I understand that if there are any subsequent changes to the information provided in this application, I am required to immediately notify the Society and that the withholding of any information in particular information which relates to disciplinary matters could be considered as an act of misconduct.
8. I confirm that I am familiar with and will adhere to *Code of Ethical Conduct for Arbitrators of the Law Society of Hong Kong* and such codes as may, from time to time, be approved and published by the Society.
9. Any information on this form may be made available by the Society to third parties for the purposes of admission as arbitrator to the Panel of Arbitrators of The Law Society of Hong Kong.

Signature: _____

Date: _____

Name (in print): _____