



**THE LAW SOCIETY OF SCOTLAND**

**THE SCOTTISH SOLICITORS' GUARANTEE FUND**

---

**APPLICATION FORM FOR A GRANT OUT OF THE  
SCOTTISH SOLICITORS' GUARANTEE FUND**

To: THE LAW SOCIETY OF SCOTLAND  
26 Drumsheugh Gardens  
Edinburgh, EH3 7YR

LP-1, Edinburgh-1

I, [full name of applicant] .....

Designation .....

Address .....

.....

Post Code .....

Telephone Number .....

hereby apply to the Council of the Law Society of Scotland that, in the exercise of the absolute discretion conferred upon them by the Solicitors (Scotland) Act 1980, they make to me a grant of £.....

or such other sum as they may think proper out of the Scottish Solicitors' Guarantee Fund by way of compensation for a pecuniary loss sustained by me by reason of the dishonesty of:-

Name .....

Designation .....

Address .....

.....

Firm .....

Status in firm, if known .....

Date the original Notice of claim was sent to the Secretary .....

**SCHEDULE OF PARTICULARS**

**Please state as clearly and concisely as you can the answers to the following questions:-**

1. Please give the date or dates upon which the money or other property in respect of which your loss has been sustained came into the possession of the Solicitor, or his or her employee.

.....

2. Please give full particulars of such money or property.

.....

.....

.....

.....

3. Please explain why you allege dishonesty.

.....  
.....  
.....  
.....

4. State the date which your loss first came to your attention .....

5. Explain briefly how this happened.

.....  
.....  
.....

6. If you have any documents which you think would help your claim, please list them here and enclose a copy of each.

.....  
.....  
.....

7. Are you aware of any other application that may be made in respect of this loss?  
Yes/No \*please delete as appropriate

If Yes, please give name and address of other applicant.

.....  
.....  
.....

8. Are you aware of any civil, criminal or disciplinary hearings arising out of this matter?  
Yes/No \*please delete as appropriate

If Yes, please give the details, including the result, if known.

.....  
.....  
.....

9. Have you taken court or other proceedings in respect of your loss?

Yes/No \*please delete as appropriate

(a) If Yes, please give brief details.

.....  
.....  
.....

(b) If No, are you considering taking court or other proceedings in respect of your loss?

Yes/No \*please delete as appropriate

10. Do you have a Solicitor acting on your behalf?

Yes/No \*please delete as appropriate

If Yes, please give his name, firm, address and telephone number

Name .....

Firm .....

.....

Address .....

.....

Post Code .....

Telephone Number .....

11. Is there **any other relevant information** which you think would be of assistance to the Guarantee Fund Committee in considering your application?

If so, please detail.

.....  
.....  
.....

I solemnly and sincerely declare that the information given by me in this application is true to the best of my knowledge and belief, and I make this solemn declaration conscientiously believing the same to be true, and by virtue of the Statutory Declarations Act 1835.

..... Claimant

Declared at .....

on (date) .....

before me .....

(this application should be signed in the presence of a Notary Public, Commissioner for Oaths, Justice of the Peace or other person authorised to administer oaths unless the amount claimed in total is less than £250).