

**Application for extended rights of audience**

**SECTION 25A OF THE SOLICITORS (SCOTLAND) ACT 1980**

**COURT OF SESSION, SUPREME COURT AND JUDICIAL  
COMMITTEE OF THE PRIVY COUNCIL**

Applicants should read The Statement of Standards for Solicitor Advocates – Performance Indicators; Rule C4 of the Law Society of Scotland Practice Rules 2011; and the related Advice and Information issued by the Law Society of Scotland before completing this form.

**Part 1. General Information about Applicant**

Society ID

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<b>Have you attended a mandatory Introductory Course as required under Rule C4.1 in the past 2 years?</b>	YES <input type="checkbox"/> ✓ NO <input type="checkbox"/> ✓
<b>If YES please state date of course.</b>	
<b>If this was prior to February 2020 please confirm that you have considered the relevant advice and information issued by the Law Society of Scotland in relation to rules changes coming into effect in 2020.</b>	

<b>1. Surname:</b>	
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<b>2. First Name/s:</b>	
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<b>3. Practice Unit or Employer's Name:</b>	
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4. Practice Unit or Employer's Full Postal Address:

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DX Number:

Telephone Number:

Fax Number:

Email address:

Address for correspondence if different from (4.) above

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5. Year of Admission as a Solicitor in Scotland:

6. Are you in private practice or employed in-house?

7. If you are in private practice, what is your position in your present practice unit?

8. If you are not in private practice, please give details of your current employment?

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9. How long have you worked as a solicitor in legal practice preceding this application (include years and work pattern)?

10. Please provide a brief c.v. of your career (Complete on a separate sheet if required). CVs should not exceed two pages of A4 and should include your work history (both paid and unpaid, both in law and otherwise, where relevant).

11. Are you now or have you ever been a member of any of the following bodies?

The Law Society of England and Wales YES  ✓ NO  ✓

Any other Law Society or Bar Association (if YES state which) YES  ✓ NO  ✓

The Faculty of Advocates YES  ✓ NO  ✓

The Bar of England and Wales YES  ✓ NO  ✓

12. Have you at any time previously applied for Rights of Audience whether for civil or criminal matters in Scotland?

YES  ✓ NO  ✓ If YES state when and what the present position of that application is.

**Part 2. Fitness**

13. Do you possess a current unrestricted Practising Certificate?

YES  NO  If you have answered No please give full details

14. Are you now or have you ever been the subject of a finding of Unsatisfactory Professional Conduct by the Law Society of Scotland or have you been the subject of prosecution before the Scottish Solicitors' Discipline Tribunal where a finding of Professional Misconduct has been made?

YES  NO  If YES give full details

15. Have you been the subject of a finding of Inadequate Professional Service by the Scottish Legal Complaints Commission within the last 5 years?

YES  NO  If YES give full details

16. Are you now or have you ever been the subject of disciplinary action by any other professional body of which you are or have been a member?

YES  ✓ NO  ✓ If YES give full details

17. Are there any other matters bearing on your fitness to continue to act as a solicitor with extended rights of which the Society should be aware?

YES  ✓ NO  ✓ If YES give full details

### Part 3. Experience

**(Please see Statement of Standards for Solicitor Advocates – Performance Indicators and Advice and Information / Guidance notes – it is important that read these documents to assist you in providing relevant examples of your experience)**

Please use paper apart for each question in this section

#### 18. Experience in Sheriff Court

Please give details of the cases in the **five years** preceding the date of this application when you have conducted proofs, debates and appeals, giving clear information about the case and dates. State the parties involved, the year, and a brief summary of each case (ideally not exceeding 40 words for each case). Please provide fuller details of at least two further cases that demonstrate attributes referenced in the Statement of Standards for Solicitor Advocates. One of your referees should be able to substantiate the quality of your work in one of these cases. Please also provide details of written pleadings / submissions you have made. One of your referees should be able to substantiate the quality of your work in one of these examples.

#### 19. Other experience

Please give particulars of your involvement in instructing cases set down for debate, proof or appeal in the Court of Session during the same period and state whether this was as local correspondent/Edinburgh agent/acting direct. State the parties involved, the year, and a brief summary of each case (ideally not exceeding 40 words for each case).

#### 20. Other work

Please provide details of any other work undertaken by you or in which you were involved personally in the same period which you consider relevant to this application, such as appearing at Tribunals or similar legal processes. State the parties involved, the year, and a brief summary of each case (ideally not exceeding 40 words for each case).

**Part 4. Further Comments**

21. Please give details of your contribution to / attendance at seminars, conferences, or courses in the same period which you consider relevant to this application.

22. Are there any other important matters of which the Society should be aware bearing on your competence or relevant experience to act as a solicitor with extended Rights of Audience?.

23. Have you passed the examinations for entry to the Faculty of Advocates?  
YES  ✓ NO  ✓ If YES please give details including date (or year if more than 5 years ago)

24. Please provide details of two referees (including email addresses) who have direct experience within the last five years of your work as a solicitor and have consented to providing a reference for these purposes. One of the referees should be a Sheriff or other member of the Judiciary before whom you have appeared, and one should be able to speak to the quality of your written pleadings. The second referee can be a solicitor but should not be a business partner, employer or client.

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## Declaration

I hereby apply for Rights of Audience in the Court of Session, Supreme Court and the Judicial Committee of the Privy Council.

I have read Section 25A of the Solicitors (Scotland) Act 1980, Rule B8.4 and the rules at C4 of the Law Society of Scotland Practice Rules 2011 and the related advice and information.

The information contained in this application is a full and true account of the matters referred to in it to the best of my knowledge, information and belief.

I understand that the Law Society of Scotland may seek confirmation from third parties of any matters pertinent to a proper consideration of my application (including the seeking of information from any other professional or similar body of which I am now or have been a member).

I understand that any wilful omission or mis-statement made in this application is likely to lead to the refusal of the grant of rights of audience requested, and may lead to the raising of disciplinary proceedings by the Law Society of Scotland.

I undertake to notify the Law Society of Scotland of any significant change in the information provided in this application whether it arises either before or after the requested grant of rights of audience.

I authorise the Society to see confirmation from third parties of any matters pertinent to a proper consideration of this form.

Signature .....

Date .....

This application should be submitted with the relevant application fee to:-

David Macdougall, The Law Society of Scotland,  
Atria 1, 144 Morrison Street, Edinburgh, EH3 8EX (DX ED 1, EDINBURGH)  
or [davidmacdougall@lawscot.org.uk](mailto:davidmacdougall@lawscot.org.uk)

**GDPR, Data Protection Act 2018. For information about how we use your personal data see our [privacy policy](#) at [www.lawscot.org.uk](http://www.lawscot.org.uk)**

Feb 2020