

Locum Request Form

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PO Box Z5345, Perth WA 6831

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ENQUIRIES: (08) 9324 6800
IN PERSON: The Law Society of Western Australia,
Level 4, 160 St Georges Terrace
Perth WA 6000

PERSONAL DETAILS

Date: _____
Contact Name: _____ Position: _____
Firm Name: _____
Address: _____ Postcode: _____
Contact Number: _____
Email Address: _____

FIRM DETAILS

Firm Size: _____
Reason for Locum request: _____

Dates required From: _____ To: _____ Number of days per week required: _____

AREAS OF PRACTICE (please tick relevant boxes)

Practice Category		
<input type="checkbox"/> Admin Law	<input type="checkbox"/> Insolvency	<input type="checkbox"/> Planning/Local Government
<input type="checkbox"/> Banking/Finance	<input type="checkbox"/> Employment/IR	<input type="checkbox"/> Resources and Energy
<input type="checkbox"/> Civil Litigation	<input type="checkbox"/> Environmental law	<input type="checkbox"/> Small Business
<input type="checkbox"/> Commercial Law	<input type="checkbox"/> Family Law	<input type="checkbox"/> Taxation
<input type="checkbox"/> Conveyancing	<input type="checkbox"/> Migration	<input type="checkbox"/> Other:
<input type="checkbox"/> Corporate Law	<input type="checkbox"/> IT/Telecommunications	
<input type="checkbox"/> Criminal Law	<input type="checkbox"/> Intellectual Property	
<input type="checkbox"/> Wills and Estates	<input type="checkbox"/> Personal Injuries & Worker's Compensation	

SUMMARY OF LOCUM DUTIES THAT NEED TO BE PERFORMED

COURT WORK REQUIREMENTS

Court Work requirements?: Magistrates Court District Court Supreme Court Tribunals

CONDITIONS AND ACKNOWLEDGEMENTS

The following must be completed by a Partner/Director of the firm/law practice.
It is acknowledged and agreed that:

- The law practice is responsible for selection of a Locum suitable for its needs and for determining whether a candidate holds the suitable professional qualifications, experience, and professional indemnity insurance.
- The law practice is responsible for negotiating the terms of engagement and remuneration with the Locum.
- The law practice will conduct any relevant reference checks it requires.
- In providing the law practice with the Locum's details, the Law Society of Western Australia is only relying on information provided by the Locum, and has not undertaken any independent inquiries.
- Any employment contract is strictly between the law practice and the Locum.
- The information used in this form will be used by the Law Society of Western Australia for the purpose of processing the firm's request.

Full Name: _____ Position: _____ Signature: _____ Date: _____