



REGISTRATION OF LAW FIRM AND DESIGNATION OF REPRESENTATIVES

Law Society Rule 2-77 (1)

2-77 (1) Effective April 1, 2019, a law firm, as defined in Part 1 of the Rules must:

- a) register with the society in the manner prescribed by the chief executive officer;
- b) designate up to two lawyers in the law firm to:
 - i) receive and respond to communications from the society on behalf of the firm;
 - ii) receive information from the society with respect to the following matters pertaining to members of the law firm;
 - a. complaints, charges and disciplinary matters;
 - b. professional liability insurance reports, claims or processes;
 - c. the failure to pay monies owing to the society.

Due date: April 1, 2019

COMPLETE AND RETURN TO:

Admissions & Membership Department

The Law Society of Manitoba
200 – 260 St. Mary Avenue, Winnipeg, Manitoba, R3C 0M6
Fax: (204) 956-0624
membership@lawsociety.mb.ca

Part A: FIRM REGISTRATION

| | | | |
|---|-----------------------|---------------|----------------|
| Firm Name | | | |
| Street | | | |
| | | | |
| City | Province | Postal Code | Business Email |
| Telephone () | Direct Line () | Fax () | |
| <input type="checkbox"/> Firm has one or more branch offices (complete Part B) | | | |
| <input type="checkbox"/> Firm is an inter-jurisdictional law firm as defined in Rule 3-27. (A law firm, not all of the members of which are members of the Society, that maintains an office in Manitoba and an office in one or more Canadian or foreign jurisdictions). | | | |
| <input type="checkbox"/> Firm shares space with other lawyers (complete Part C) | | | |
| <input type="checkbox"/> Firm has a total of _____ practising lawyers | | | |
| Please attach a current list of all practising lawyers associated with the firm (including lawyers on leave). | | | |

Part B: BRANCH OFFICES (if applicable)

| | | | |
|---|------------------------|-------------|----------------|
| Branch Office (Please indicate if the Branch office operates under a different firm name) | | | |
| Street | | | |
| | | | |
| City | Province | Postal Code | Business Email |
| Telephone () | Direct Line () | | Fax () |

On the attached listing indicate which lawyers practice at this branch office.

| | | | |
|---|------------------------|-------------|----------------|
| Branch Office (Please indicate if the Branch office operates under a different firm name) | | | |
| Street | | | |
| | | | |
| City | Province | Postal Code | Business Email |
| Telephone () | Direct Line () | | Fax () |

On the attached listing indicate which lawyers practice at this branch office.

Part C: SPACE SHARING

Where the law firm shares space with other law firms under a common firm name, the common firm name is:

Part D: DESIGNATED REPRESENTATIVE(S)

Name(s) of up to two lawyer(s)* in the firm designated to receive and respond to communication from the Law Society on behalf of the firm and to receive information from the society with respect to matters pertaining to members of the law firm regarding:

- a. complaints, charges and disciplinary matters;
- b. professional liability insurance reports, claims or processes;
- c. the failure to pay monies owing to the society.

* A sole practitioner is automatically designated as the Representative.

* Please note that the designated representative(s) nominated under Rule 2-77 (1) may be, but is not required to be, the trust account supervisor who must be approved under Rule 5-42 (1).

| | |
|------------|-----------|
| First name | Last name |
|------------|-----------|

| | |
|------------|-----------|
| First name | Last name |
|------------|-----------|

Submitted by:

Print name