



## Checklist for applicants – Regular Membership or CLA

<ul> <li>□ Combined Form D signed and completed, including</li> <li>□ Contact information in Part C – 1. Current Employer: Public information to be put on website and provided for referrals</li> </ul>				
	You must notify the Law Society of all changes to your contact and professional information.			
	Two letters of good character			
	Only one letter may be written by someone within the same law firm or office as the applicant.			
	Please use template provided in application package.			
	<ul> <li>□ From lawyers in good standing in the applicant's home jurisdiction</li> <li>□ AND/OR</li> <li>□ Judges in the applicant's home jurisdiction</li> </ul>			
	A certificate of good standing from each law society to which the applicant belongs.			
	Original must be sent directly to the Law Society.			
	<ul> <li>not more than 30 days older that the date of the application</li> <li>if the certificate lists amounts owing those amounts will have to be paid</li> <li>if the certificate lists claims or complaints the applicant should supply an explanation for each one</li> </ul>			
	Statutory Declaration for reading list (Rule 39.3):  a) If in NU: The Declaration is signed by a Commissioner for Oaths/Notary Public			
	b) If outside of NU: The Declaration is sworn (signature) before a Notary Public <b>under seal</b> (or in Quebec, a Commissioner for Oaths).			

Note: If the application is scanned or faxed, the applicant must show proof of seal

	Accountants Report in Form E or a Statutory Declaration in Form F:				
	a)	a) If in NU: The Report is signed by a Commissioner for Oaths/Notary Public			
	b) If outside of NU: The Report is sworn (signature) before a Notary Public <b>under seal</b> (or in Quebec, a Commissioner for Oaths				
	Note: If the application is scanned or faxed, the applicant must show proof of seal				
	Payment of application and admission fees as set out in Schedule A				
	Fees payable to become an active regular member or CLA of the Law Society of Nunavut:				
	(1) Applicants who DO NOT maintain trust accounts in Nunavut:				
		Application fee	\$200.00		
		Admission fee	\$1,550.00		
		Assurance levy	\$125.00		
		Trust account levy	\$100.00		
		Subtotal	\$1,975.00		
		GST (5%)	\$98.75		
		Total	\$2,073.75		
	(2)	(2) Applicants who maintain trust accounts in Nunavut:			
		Application fee	\$200.00		
		Admission fee	\$1,550.00		
		Assurance levy	\$125.00		
		Subtotal	\$1,875.00		
		GST (5%)	\$93.75		
		Total	\$1,968.75		
	(3) Restricted Appearance Certificate COMBINED with Regular Membership or CLA				
	(3) Restricted Appearance Certificate Combined with Regular Membership of CLA				
	*The applicant must add an additional \$210.00 (\$200.00 + 5% GST) to your total.				
	Payment of Insurance levy (Errors & Omissions) or Insurance Exemption Certificate and Undertaking:				
	Note: If submitting the exemption form, please delete 1 or 2.				