

Notes – Notice of termination of provision of legal services:

Incorporated legal practice

Clause 104(3) & (5) – Legal Profession Uniform Law (Victoria)

Rules 29 & 30 – *Legal Profession Uniform General Rules 2015 (Vic)*

Applicability of this form

You are required to complete this form if you are an *incorporated legal practice* (ILP) and intend to cease engaging in legal practice.

Please note that this form applies to ILPs only. Individual legal practitioners within the ILP must notify the Victorian Legal Services Board separately of their intention to cease legal practice through the Board's web portal: LSB Online.

Obligations

A law practice is required to notify the Board when it ceases to provide legal services within 14 days.

The Uniform Law provides as follows:

s.104 Notice of intention to engage in or terminate legal practice

- (3) If a law practice to which this Division applies ceases to engage in legal practice in this jurisdiction, it must give the designated local regulatory authority a notice of that fact within the period specified in the Uniform Rules.

Civil penalty: 50 penalty units.

Instructions for completion

Please ensure that you have completed all sections of this form.

Please return the completed form to us via our Lawyer Enquiry form:
<https://lsbc.vic.gov.au/lawyers/lawyer-enquiry-form>

