

ADVOCATES AND SOLICITORS (ISSUE OF SIJIL ANNUAL) RULES 1978

FORMS OF APPLICATION FOR SIJIL ANNUAL 2009

(To be returned to the Bar Council by 15th September 2008)

Complete full name) I, Sex :
and particulars) (NRIC No: [Old]) (Date of Birth)
(NRIC No: [New])
an advocate and solicitor

Delete as appropriate) practicing / intend to practice

Delete as appropriate) as a **partner** in the name of Messrs
& complete the name)
under which you) as a **sole proprietor** in the name of Messrs
practise or intend to)
practise) as a **legal assistant/associate** in the name of Messrs
.....

State the address/es at)
which you practice or)
intend to practise)
.....

Tel No. (Off).....
Fax No. (Off).....
E-mail (Off):

And at branch offices/s.....
.....
.....
.....

as a **consultant** at
.....
.....
.....

Home Address
.....
.....
Tel No. (House) Hand Phone No.
E-mail (Personal)

I shall notify the Bar Council if I intend during the year 2009 to maintain an office or branch office in any other place or places in Malaysia.

And I hereby declare* that I –

- (a) have not at any time been declared a bankrupt.
 - (b) have not been convicted in Malaysia or elsewhere of a criminal offence which would render me unfit to be a member of my profession, and in particular, but not limited to, an offence involving fraud or dishonesty.
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* Those who have been declared a bankrupt or convicted in the preceding year, please give particulars for perusal of the Bar Council.

I hereby apply for the Sijil Annual in order to enable me to obtain a practicing certificate in respect of the year 2009 and I enclose herewith the following documents :-

1. **accountant's report in respect of the period 1.1.2007 to 31.12.2007** in the form prescribed under the Accountant's Report Rules 1990 / evidence that I fall within the provisions of Rule 6(2) of the Accountant's Report Rules 1990;
2. **statutory declaration** containing particulars of clients' account/s (including branch office/s) pursuant to Rule 13 of the Solicitors' Account Rules 1990. (*Specimen attached*);
3. a **certificate** for 2009 issued by the brokers appointed by the Bar Council pursuant to the Legal Profession (Professional Liability) (Insurance) Rules 1992 that I am insured under the Master Policy;
4. the sum of ****one hundred ringgit** only being my contribution to the **Bar Council Compensation Fund** in respect of the year 2009 in accordance with Section 80(2) of the Legal Profession Act, 1976;
5. the sum of **sixty ringgit** only being my contribution to the **Bar Council Discipline Fund** in respect of the year 2009 in accordance with Section 103H of the Legal Profession Act 1976;
6. **receipts** from the Bar Council in respect of my subscription and contribution to the various Funds for the year 2008;
7. **certificate/s** from the **Bar Committee/s** in respect of my subscription/s for the year 2008.

Please issue to me the Sijil Annual within twenty one (21) days of receipt of this Application Form.

I shall ensure that I am in possession of a Sijil Annual / Practising Certificate at all times especially when pupils are undergoing pupillage. Should I at anytime for whatever reason not have a Sijil Annual / Practising Certificate, I shall inform my pupil accordingly to enable him to make the necessary arrangements to continue his pupillage with another master.

I shall comply with all requirements set out in the Solicitors' Account Rules 1990, Solicitors' Account (Deposit Interest) Rules 1990 and the Accountant's Report Rules 1990. I shall ensure that if I have more than one office I will keep separate books of accounts and ensure that the accountant's report covers all offices and/or branch offices or have separate reports for each office/branch. Consequently I shall be responsible for producing clean accountant's reports for all my offices and that it is not acceptable for me to say that I am the partner in charge of the office of one town and have nothing to do with the branch office in another town.

Dated:

Signed:

Advocate & Solicitor

**** Half the amount if Practising Certificate is to be valid for less than six months**