Cover photo:
Conor McLaughlin
Principal
McMorrow & McLaughlin, Bundoran, Co. Donegal
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Dear Colleagues,

I am delighted to present the 2020 Member Services Directory. In this booklet you will find information about the services the Law Society has developed to support you, our members, in ways that can make a real difference to your work, career and wellbeing.

One of the major new developments in Law Society member services is the Small Practice Support Project, which was launched in February 2019. This strategic plan recognises that smaller firms and sole practitioners have distinct support needs. It has been designed to help you achieve greater success and sustainability for your firm.

We recently launched a wide-ranging and ambitious Professional Wellbeing Project for our members. In particular, I encourage you to explore the dedicated Wellbeing Hub on the Law Society website. It provides practical supports, education and guidance across three pillars: workplace culture, resilience and wellbeing, and emotional and psychological health.

I want to thank the members who volunteered to have their photographs and testimonials featured in this year’s Member Services Directory.

The Law Society is your professional body, dedicated to representing, promoting and supporting you. If you would like to provide feedback on the services provided to members by the Society, please get in touch with me by email at t.kelly@lawsociety.ie.

Kind regards,

Teri Kelly,
Director of Representation and Member Services
1

REPRESENTING
THE PROFESSION
LAW SOCIETY COUNCIL

The Council is the governing body of the Law Society of Ireland. It includes elected and nominated members of the profession.

Who Sits on the Council?

PROVINCIAL DELEGATES are elected by members in each province: Connaught, Leinster (excluding Dublin), Munster, and Ulster (excluding Northern Ireland). Each province elects 1 delegate, who serves for 2 years.

ORDINARY MEMBERS are elected by a nationwide poll of members. Each ordinary member serves for 2 years.

EXTRAORDINARY MEMBERS are nominated by 3 organisations:
- The Law Society of Northern Ireland nominates 5 members.
- The Southern Law Association nominates 5 members.
- The Dublin Solicitors Bar Association nominates 3 members.

Extraordinary members serve for 1 year.

Find current council members at www.lawsociety.ie/knowyourcouncil

The President

The Council elects a President and Vice-Presidents from among its ordinary members each year. The President is the public face of the profession, representing the Law Society around the country and in the media.

For more information on the President’s role, visit www.lawsociety.ie/president

Council Meetings

The Council usually meets 8 times per year. It discusses important issues facing the profession, including practice issues and the work of the Law Society. Occasionally, special Council meetings are held to deal with urgent matters.

Committees

The Council has certain powers under law which it delegates to ‘standing committees’. These include Education, Finance, Professional Indemnity Insurance, Regulation of Practice and Complaints & Client Relations.

The Council also appoints advisory committees to monitor issues in various practice areas such as conveyancing or family law, and advise members on best practice.

Task Forces

The Council may appoint task forces to consider and advise on important issues, including major legislation.

The Council Election

The council election is held every year. 15-16 ordinary members, and 2 provincial delegates, are elected to serve for a 2-year period. For council election rules, visit www.lawsociety.ie/voteforcouncil

Typical Election Timetable

In July, the Council confirms the nomination and polling dates for that year’s election. In August, nomination forms are sent to all members. In September, nominations are confirmed. Ballots are printed and sent to members. In October, candidates can canvass their colleagues. The results of the election are confirmed at the Law Society AGM in November.

If you have any questions about the election process, email councilelections@lawsociety.ie
POLICY AND LAW REFORM

A public interest agenda for Ireland

One of the Law Society’s key objectives is to provide a strong voice in policy debate in order to inform decision-making on matters pertaining to the justice system and law reform. You will find a range of resources relating to Brexit as well as a full list of the Society’s submissions and reports to government bodies on our web pages. Keep up to date by subscribing to our quarterly Policy and Law Reform Agenda newsletter.
The Law Society actively promotes and, where necessary, defends the solicitors’ profession in the media at local, national and international level.

We do this by developing proactive public relations plans and campaigns throughout the year to maintain a steady drumbeat of positive news coverage of the profession and the Law Society. We also respond to queries from journalists in a helpful, transparent manner to ensure accuracy in their reporting about issues relating to the Law Society or the solicitors’ profession.

The Law Society’s press office team provides comprehensive media and PR reports internally to ensure Council, committees, management and staff members are up-to-date on relevant stories. We also provide public relations support to members who choose to engage in media activity, and organise the annual Communications Day media training seminar for members.

A list of press office contacts and press releases is available on our website. For more information, contact Kathy McKenna, Public Relations Executive.

**CONTACT**
Kathy McKenna
Public Relations Executive

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PROMOTING
THE PROFESSION
FIND A SOLICITOR

The Law Society promotes the profession in a number of ways. One of these is through our website, where members of the public can use a range of search facilities to find a solicitor that’s right for them.

FIND A SOLICITOR
Users can search by name and/or location for all solicitors who hold a current practising certificate and professional indemnity insurance (or are exempt from holding professional indemnity insurance).

FIND A FIRM
Users can also search for firms or organisations that employ practising solicitors under ‘Find a Firm’. Details of the each firm’s insurance details are available in the Insurance (PII) section: www.lawsociety.ie/firm-insurance.

‘Find a Solicitor’ is advertised online by the Law Society using Google Adwords to drive potential clients to contact a solicitor.

FIND A MEDIATOR
Users can search for a mediator by name, area, qualification, areas of speciality and/or year of qualification in Ireland. If you are a qualified mediator, you can register to have your details included. For more information see www.lawsociety.ie/findamediator.

FIND A GARDA STATION SOLICITOR
Users can search for solicitors in their area who are available to provide legal advice and attend interviews. For more information about how to add your details to this list, see www.lawsociety.ie/gss.

CLÁR NA GAEILGE
Cuirtear aturnaetha a fhaigeann pas san Ardchúrsa Cleachtadh Dlí as Gaeilge (agus atá curtha ar Rolla na nAturnaetha) ar Chlár na Gaeilge (An Dlí-Chumann) agus the Irish Language Register (Law Society) lena n-ainmneacha agus sonraí teagmhála i nGaeilge agus i mBéarla san áireamh. Breathnaigh ar www.lawsociety.ie/ClarnaGaeilge.

Solicitors who pass the Advanced Legal Practice Irish course (and who are on the Roll of Solicitors) are placed on Clár na Gaeilge (An Dlí-Chumann) and the Irish Language Register (Law Society), with their names and contact details in Irish and in English included. See www.lawsociety.ie/ClarnaGaeilge.

CONTACT
Carmel Kelly
Web & Digital Media Manager

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“TALK TO YOUR SOLICITOR”

Promoting the solicitors’ profession through national advertising campaigns

The Law Society promotes the profession through its national advertising campaigns.

- “Talk to your solicitor”
- “Your solicitor is your trusted advisor”
- “The Law Society is the trusted voice of a respected solicitors’ profession”

These are the messages at the core of every public communication the Law Society makes. In the national and local media, in our radio ads, on our website, on social media, and with any of the other tools we have to reach the public, we work to underscore the value and strengths of the solicitors’ profession.

In our latest advertising campaign, we are continuing to urge members of the public to “Talk to your solicitor”.

Advertisements are run in *The Irish Times* and radio advertisements are aired during primetime programmes on RTE Radio One, Today FM, Newstalk and across most regional radio stations.

For more information about our advertising campaigns, contact Teri Kelly, Director of Representation and Member Services.

CONTACT

Teri Kelly,
Director of Representation and Member Services

T 01 672 4800
E t.kelly@lawsociety.ie
W www.lawsociety.ie/talktoyoursolicitor
CLIENT CARE LEAFLETS

The Law Society has produced a series of information leaflets on common legal issues. The aim of the series is to provide information for the public and to encourage readers to seek professional advice from their solicitor.

The message “Talk to your solicitor” is repeated throughout the series, reflecting the central message of our national media campaign – and providing a useful marketing tool for solicitors.

The leaflets have been awarded the NALA ‘Plain English’ stamp and have been translated into Irish, Polish, French, Romanian and Lithuanian. You can download them from our website and display them in your office or distribute them to clients.

The series includes leaflets on the following common legal issues:

- Buying a home
- Selling a home
- Making a Will
- Administering an Estate
- Capital Acquisitions Tax
- Divorce
- Rights of Cohabiting Couples
- Starting a Business
- Employment Rights
- Employee Rights

Two new leaflets have been added to the series:

- Mediation, and
- Making an Enduring Power of Attorney

CONTACT
Judith Tedders
Member Services Executive

T 01 881 5772
E j.tedders@lawsociety.ie
W www.lawsociety.ie/clientcare
PRACTISING SOLICITOR LOGO

The Practising Solicitor logo was introduced to distinguish practising solicitors from other competing professionals and non-professionals.

The Practising Solicitor logo can be used on your stationery, website, business cards and other marketing materials – and linked to the public section of our website, where potential clients can learn more about the benefits of using a solicitor. See www.lawsociety.ie/Public/Why-use-a-Solicitor

The logo features an image of Lady Justice - blindfolded and proudly holding aloft the scales of justice. It represents the benefits and protections clients enjoy every time they use a solicitor. Accordingly, it is a symbol of trust, knowledge, regulation, insured protection, professionalism, qualification and legal learning.

Use of the logo is restricted to practising solicitors who are also members of the Law Society.
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SUPPORTING THE PROFESSION
ADVISORY COMMITTEES

The Law Society provides valuable practice support through its advisory committees.

Committees can help you by providing information and advice relevant to your practice area.

Practice areas include:
- Business Law,
- Conveyancing,
- Criminal Law,
- Employment and Equality Law,
- EU and International Affairs,
- Family and Child Law,
- Human Rights,
- Intellectual Property and Data Protection Law,
- Litigation,
- Probate, Administration and Trusts, and
- Taxation.

Committees are made up of volunteers from the profession, assisted by committee secretaries who are members of Law Society staff.

CONTACT A COMMITTEE
Contact with a committee should be made through its secretary.

For more information, visit www.lawsociety.ie/committees.
PRACTICE NOTES AND PRECEDENTS
Information and guidance for solicitors

LAW SOCIETY PRACTICE NOTES

The Law Society, through its committees, provides information and guidance for solicitors by publishing regular practice notes. Practice notes are published in the Gazette and can also be found in the members’ area of the website. Visit www.lawsociety.ie/practicenotes.

You can search for practice notes by year, area of practice – or by visiting the relevant Committee page on the website www.lawsociety.ie/committees.

LAW SOCIETY PRECEDENTS

The Law Society, through its committees, produces a wide range of useful precedents which you can download free of charge from the members’ area of the website – including:

- Arbitration precedents,
- Company law precedents (including model constitutions),
- Conveyancing precedents (including the 2019 conditions of sale),
- Employment law precedents (including mediation agreements and sample work policies), and
- GDPR precedents (including sample privacy notices and data protection clauses for employee contracts).

For more information, visit www.lawsociety.ie/precedents.
LIBRARY SERVICES

The Law Society Library provides a wide range of services to members, trainee solicitors and students registered on LL.M., diploma and certificate courses.

It holds a large range of legal materials including textbooks, conference papers, journals, legislation, case law, precedents and electronic databases.

BOOK LOANS
You can borrow books in person, by phone, email or online via the library catalogue. You can collect book loans from the library or arrange to have them delivered to your office by DX tracked courier service (€5 charge applies).

ONLINE CATALOGUE
You can access the library catalogue through the Law Society website or the Mobile App. The library will supply you with a user id and PIN which allows you to search, request and renew. Further details on how to download the Mobile App are available on the Library Catalogue or by contacting the library.

ENQUIRY SERVICE
You can also request (subject to copyright) copies of law reports, legislation and journal articles for email delivery. All enquiries are tracked to ensure a high quality and speedy service. (Charges apply.)

ELECTRONIC PRECEDENT DELIVERY SERVICE
You can order precedents in MS Word format from Laffoy’s Irish Conveyancing Precedents and from the LexisNexis EFP and PSL precedent databases. Other precedents are available from a range of textbooks and manuals. Library staff can help you identify the most relevant precedent to suit your needs. (Charges apply.)

LAWWATCH
You can keep up to date with recent judgments, legislation and articles by subscribing to LawWatch, a weekly newsletter delivered by email free of charge to members.

The library welcomes feedback – contact m.gaynor@lawsociety.ie

DATABASES
The library subscribes to the following databases: LexisNexis, JustisOne (Irish Reports, Local and Private Acts, UK and European materials), Better Regulation, Bloomsbury Professional Online Property, Westlaw IE and Westlaw UK.

CONTACT
The Law Society Library
T 01 672 4843/4
E libraryenquire@lawsociety.ie
W www.lawsociety.ie/library
LIBRARY SERVICES (contd.)

LAW SOCIETY OF IRELAND INSTITUTIONAL ARCHIVE 1841-1945
The archive contains Roll Books, Council Minutes, Court of Examiners Minutes, Law Directories and other historical materials and is accessible on the online catalogue.

OTHER SERVICES
WiFi is available in the library for connecting iPads, laptops and other mobile devices to the internet, guest password is available at the library desk. There are pc terminals for members and students to use for legal research purposes. Printing and photocopying services are also available via a number of self-service photocopying/printing machines. Historical materials and is accessible on the online catalogue.

LIBRARY OPENING HOURS
Monday to Thursday, 9.00am to 6.00pm
Friday, 9.00am to 5.00pm.
I have found the members of the library staff extremely helpful and supportive. They provide a very efficient and comprehensive service. They are always helpful in finding useful resources for me irrespective of the request I make of them.

MICHELLE MCLoughlin, Principal
M. MCLoughlin & Co.
CROSSBOY, BALLINTOGHER, CO. SLIGO
LAW SOCIETY PUBLICATIONS

The Law Society has also produced a range of publications which can be purchased online – including multi-packs of the following documents:

- Building Agreement
- Conditions of Sale
- Requisitions on Title

LAW SOCIETY MANUALS
Published in conjunction with Oxford University Press, this series provides a unique guide to the law, practice and procedure in Ireland.

Written by acknowledged experts in their fields, the manuals provide essential reading for trainees and practising solicitors. Titles in the series include:

- Civil Litigation
- Criminal Litigation
- Conveyancing
- Landlord & Tenant Law, and
- Wills, Probate and Administration of Estates

Purchase online by visiting www.lawsociety.ie/publications, or contact Sarah Kearns, Accounts Assistant.
THE LAW DIRECTORY

The Law Directory is a comprehensive source of information for the legal profession and is updated annually. Law Society members receive a copy each year.

The Law Directory contains a full listing of all solicitors holding practising certificates, as well as a wide range of useful legal information, including:

- The Law Society Council, committees, working groups, taskforces, and bodies with Law Society representatives,
- Meetings and important dates,
- Law Society departments and personnel,
- Bar Associations,
- Member services,
- Members of the Law Library,
- Notaries public, commissioners for oaths, coroners, and the Panel to Assist Solicitors in Difficulty with the Law Society,
- Firms, notaries public, and land and property services in Northern Ireland,
- Statutory and general reference material,
- Legal services and expert witnesses,
- Sittings for the Superior Courts, Circuit Court and District Court,
- Judges and the Courts Service, and
- Licensing Courts.

FIND A SOLICITOR/FIRM
Contact details for individual solicitors or firms can also be found on the Law Society website: www.lawsociety.ie/findasolicitor.

BUY A COPY OF THE LAW DIRECTORY
Copies can be purchased by contacting Sarah Kearns at accrec@lawsociety.ie or telephoning 01 672 4996.

OPTING OUT
If you would like to opt out of receiving a hard copy of the Law Directory, you can do so at www.lawsociety.ie/lawdirectory

CONTACT
General enquiries
Judith Tedders
Member Services Executive

T 01 881 5772
E j.tedders@lawsociety.ie

Purchases
Sarah Kearns
Account Assistant

T 01 672 4996
E accrec@lawsociety.ie
LAW SOCIETY COURT FACILITIES

CONSULTATION ROOMS AT THE FOUR COURTS
The Law Society has 26 consultation rooms available for hire at the Four Courts. All of the rooms have air conditioning, phone services and free WiFi. Two rooms have video-conferencing facilities. Catering can be ordered in advance of your meeting.

ACCESSIBILITY
An assistive hearing loop is available on request. Some of the rooms have wheelchair access. Early booking is recommended.

LAW SOCIETY SERVICES AT THE FOUR COURTS
The Law Society office at the Four Courts provides a range of useful services to members including:
- Photocopying,
- Fax machine,
- Free WiFi,
- Remote printing,
- Cloakroom,
- Mobile phone recharging, and
- Mobile phone coverage boosters.

The Solicitors’ Reading Room and Solicitors’ Writing Room are available free of charge to members. The Solicitors’ Writing Room has a suite of laptop portals with free internet access.

LAW SOCIETY FACILITIES AT THE CRIMINAL COURT COMPLEX
All members can avail of the Solicitors’ Room with over 30 workplaces, wireless internet access, photocopying facilities available on a ‘first-come, first-served’ basis. It also has video-conferencing facilities linked to Cloverhill Prison. Video-conferencing must be arranged directly with the prison.

CONTACT
Paddy Caulfield
Four Courts
T 01 668 1806
E fourcourts@lawsociety.ie
W www.lawsociety.ie/fourcourtsbookings
CCBE IDENTITY CARD

The Council of Bar Associations and Law Societies of Europe (CCBE) identity card facilitates access to the European Court of Justice and Court of First Instance.

It identifies the cardholder as being a lawyer admitted in the country of issue.

In Ireland, the card is issued by the Law Society under licence from the (CCBE).

The card (paper version) costs €13 and is valid for one year from the date of issue.

CONTACT
Linda Dolan
Regulation Department

T  01 879 8753
E  ldolan@lawsociety.ie
W  www.lawsociety.ie/ccbe
YOUR PRACTISING CERTIFICATE

You will find detailed information about applying for your practising certificate in the solicitors’ area of our website where you can follow step-by-step instructions to apply and pay online. Alternatively, you can print off the application form from the website and send your application and payment by post.

CONTACT
Practice Regulation
T  01 879 8700
E  pc@lawsociety.ie
W  www.lawsociety.ie/practising

YOUR PROFESSIONAL INDEMNITY INSURANCE

The ‘Practising’ section of the website has up-to-date information on a range of insurance-related issues including a search facility on the current insurance status of a firm, guidance on run-off cover and renewals, relevant regulations and minimum terms and conditions, and a list of brokers and insurers.

CONTACT
Practice Regulation
T  01 879 8700
E  pii@lawsociety.ie
W  www.lawsociety.ie/practising
The Law Society’s Guidance and Ethics helpline is an invaluable resource, especially for sole practitioners who may not have a readily available colleague with whom they can discuss a difficult issue.

CIAN MORIARTY, ASSOCIATE, PHILIP LEE SOLICITORS, DUBLIN
GUIDANCE AND ETHICS HELPLINE

The Guidance and Ethics Helpline is operated by the Guidance and Ethics Committee. Solicitors who are concerned about their own position on any matter of conduct should contact the Secretary to the Committee who will assist you by giving you information about any relevant published material, including practice notes.

CONTACT
Linda Kirwan, Solicitor
Secretary to the Guidance and Ethics Committee
T 01 879 8700
E l.kirwan@lawsociety.ie
W www.lawsociety.ie/guidance-ethics-committee

RESPONDING TO A COMPLAINT

A panel scheme exists to assist you with your initial response to a complaint made against you. Preliminary advice is provided on a voluntary basis. Panel Members may be prepared to take cases of this nature on a normal fee paying solicitor/client basis. The panel solicitor’s professional indemnity insurance will cover this work, as it would any other legal services.

A list of panel members is available in the Law Directory, on the website, or on request from Pamela Connolly.

CONTACT
Pamela Connolly
Secretary to Linda Kirwan, Guidance and Ethics Committee Secretary
T 01 879 8700
E p.connolly@lawsociety.ie
W www.lawsociety.ie/guidance-ethics-committee/
RUNNING YOUR PRACTICE

PRACTICE ADVISORY SERVICE
The Law Society has contracted OutSource to provide a confidential practice advisory service to solicitors’ firms. OutSource can help you run your practice by:
- advising you about regulatory and financial management,
- benchmarking against different sizes of firms,
- focusing on profitability, and
- suggesting strategic options.

WHAT DOES IT INVOLVE?
The service is a half day forum conducted on a one-to-one basis in the solicitor’s office. Any information given to the service will not be disclosed, for example, either to the Law Society or to the solicitor’s reporting accountant.

COST
This service is subsidised by the Law Society, with the cost to a member being €250.

CONTACT
David Rowe, OutSource
T 01 678 8490
E dr@outsource-finance.com
W www.outsource-finance.ie

SETTING-UP IN PRACTICE
A separate service has been developed aimed at new solicitors’ firms. Again, this service is subsidised by the Society, with the cost to a member being €150. The Law Society writes directly to new firms to inform them about this service and how they can avail of it.

The Law Society also offers a mentor programme for solicitors setting up in practice, see page 46 for more details.

CONTACT
Practice Regulation
T 01 879 8700
E firms@lawsociety.ie
W www.lawsociety.ie/running-a-practice
ADVERTISING REGULATIONS

VETTING SERVICE
If you are concerned about your compliance with the Solicitors Advertising Regulations, you can avail of the Society’s vetting service by submitting your draft advertisements for review and comment prior to publication.

FURTHER INFORMATION AND GUIDANCE
Guidelines to the regulations are available on the Law Society website and a seminar on the regulations has also been developed, with CPD points available for attendance.

To register your interest in attending our next available seminar on advertising, please contact advertisingregulations@lawsociety.ie

TESTIMONIAL
We have found the Law Society’s content vetting service invaluable as it provides us with a very welcome peace of mind. With this level of confidence, we can continue marketing to our client base, safe in the knowledge that our content is in compliance!

Anonymous

CONTACT
Advertising Regulations Executive
T 01 879 8700
E advertisingregulations@lawsociety.ie
W www.lawsociety.ie/solicitor-advertising
ANTI-MONEY LAUNDERING REGULATIONS

The Law Society has developed a number of resources for solicitors in relation to their anti-money laundering (AML) obligations, which can be found in the solicitors’ area of the Law Society’s website.

STATUTORY ANTI-MONEY LAUNDERING DUTIES
The Law Society has developed a number of resources for solicitors in relation to their AML obligations, which can all be accessed in the solicitors’ area of the Law Society’s website.

AML RESOURCES
- Infographics which communicate your AML obligations visually,
- 2018 AML guidance, which supplements 2010 AML guidance, and
- Sample adaptable forms

Sample Adaptable Forms
- Business risk assessment
- Policies, controls and procedures
- Risk factor questionnaire for customer risk assessment
- ‘Document your thought process’ forms for customer risk assessment

The Law Society has also produced a client care leaflet (in six different languages) to assist you in explaining your AML obligations to clients.

See page 13 for details.

(*The AML Helpline assists solicitors when navigating best practice guidance. The legislation requires solicitors to make subjective decisions, for example, about the adequacy of CDD material in specific scenarios, whether a specific ML/TF risk arises on a case-by-case basis or whether the reporting obligation arises in specific circumstances. Accordingly, the Helpline cannot confirm the adequacy of AML documentation/approach in specific circumstances and legal advice cannot be provided.)

CONTACT THE AML HELPLINE*
T 01 672 4800
E aml@lawsociety.ie
W www.lawsociety.ie/aml
COURT ORDERS FOR CLIENT FILES
The Gardaí and Revenue can obtain court orders over files solicitors hold in relation to clients. The Law Society provides guidance should you or your office become the subject of a court order for a client’s file.

GUIDANCE ON ORDERS OBTAINED BY CAB OFFICIALS
Practitioners should follow the briefing note published by the Law Society in May 2000 entitled ‘What to do when the CAB comes to call’. This can also be accessed by logging into the solicitors’ area of the Society’s website, clicking on the ‘solicitors’ menu and selecting ‘orders for client files’: www.lawsociety.ie/orders-client-files

GUIDANCE ON ORDERS OBTAINED BY REVENUE OFFICIALS
Solicitors can also familiarise themselves with the law as it relates to section 908 of the Taxes Consolidation Act 1997, as amended. A Law Society summary of the most important provisions of the 1997 Act and a ‘checklist of actions’ have been published by the Law Society to help solicitors in receipt of such orders. To download the checklist and summary, log into the solicitors’ area of the Law Society’s website, click on the ‘solicitors’ menu and select ‘orders for client files’: www.lawsociety.ie/orders-client-files

(*The AML Helpline can assist solicitors navigate relevant guidance when they receive a warrant for a client file. The Helpline cannot confirm the adequacy of approach in specific circumstances and legal advice cannot be provided.)

CONTACT THE AML HELPLINE*
Policy Development Team
T 01 672 4800
E aml@lawsociety.ie
W www.lawsociety.ie/orders-client-files
CONTINUING PROFESSIONAL DEVELOPMENT SCHEME

The Law Society provides information and assistance to support solicitors in relation to their obligations under the Solicitors (Continuing Professional Development) Regulations 2017.

WHO DO THE REGULATIONS APPLY TO?
The regulations apply to solicitors holding a current practising certificate and solicitors in the full-time service of the State. The regulations also apply to European lawyers registered with the Law Society and holding a current qualifying certificate.

Each solicitor to whom the regulations apply must complete the minimum required number of CPD hours in each CPD cycle.

2020 REQUIREMENTS
If you are a sole practitioner, a compliance partner, and/or an anti-money laundering compliance partner, the minimum 2019 CPD requirement is 20 hours (to include a minimum of three hours management and professional development skills and a minimum of three hours regulatory matters, of which at least two hours must comprise accounting and anti-money laundering compliance).

If you are not a sole practitioner or a compliance partner and/or an anti-money laundering compliance partner you are required to complete 20 hours CPD (to include a minimum of three hours management and professional development skills and a minimum of two hours regulatory matters).

The latest version of the CPD Scheme is available on our web page and all solicitors are advised to read this. You will also find information about modifying your CPD requirement and applying for an extension of time or special dispensation.

CONTACT
CPD Scheme Unit
T 01 672 4802
E cpdscheme@lawsociety.ie
W www.lawsociety.ie/cpdscheme
The Law Society has set up a Legal Services Regulation Act Task Force, to provide the profession with information and guidance on key aspects of the Legal Services Regulation Act 2015 (‘the Act’).

A range of useful resources is available on the website, including:
- a summary guide to commencement orders under the Act,
- a list of reporting deadlines,
- details of Law Society submissions to the Legal Services Regulatory Authority (LSRA),
- Gazette articles about the Act and how it will affect solicitors.

For more information, contact Simon Treanor, Secretary to the Legal Services Regulation Act Task Force.
LEGAL COSTS

Part 10 of the *Legal Services Regulation Act 2015* (“the Act”) has been commenced as of 7 October 2019. This introduces the Office of the Legal Costs Adjudicators. Sections 149 to 161 of the Act impose a continuing obligation on solicitors and barristers to keep clients updated on the legal costs to be incurred. To do so will require solicitors and barristers to provide clients with detailed notices in respect of the costs that will be incurred by the client in the provision of legal services. As a consequence, section 68 of the *Solicitors (Amendment) Act 1994* has been replaced with the new “section 150 notice”.

Part 10 also requires solicitors and barristers to provide standardised bills of costs to the client and the procedures available to them should they wish dispute any aspect of the bill of costs. In addition, the Office of the Legal Costs Adjudicators takes over the duties of the Taxing Master and has the power to adjudicate on disputes regarding bills of costs.

It is recommended that solicitors review the Society’s precedent letters and guidance which are available to view on the Society’s website.

CONTACT
Fergal Mawe
Regulation Department

T 01 879 8771
E f.mawe@lawsociety.ie
W www.lawsociety.ie/precedents
Chapter 3 of Part 8 of the Act which permits the Legal Services Regulatory Authority (“the Authority”) to commence regulations for limited liability partnerships (“LLPs”) has also been commenced. The Authority commenced the regulations and began receiving applications for authorisation to operate as an LLP from 1 November 2019. Once authorised, partners of LLPs will no longer be personally liable for the firm’s debts by virtue of being a partner (except in cases of fraud and dishonesty). The limitation on liability will not impact any debts, obligations or liabilities incurred by the firm prior to the date of authorisation to operate as an LLP.

The requirements for a solicitor firm to convert to an LLP are not onerous. In order to become an LLP, an existing firm is required to submit a completed application form with the application fee to the Authority. Once the Authority is satisfied to issue an authorisation, the firm’s name will remain the same, but with the addition of either the expression ‘limited liability partnership’ or ‘LLP’.

When a firm is issued with an authorisation from the Authority, the firm is required to notify its creditors and clients alerting them to the change and advising what this means. Solicitors should review the Authority’s website at www.lsra.ie for further information.

CONTACT
Simon Treanor
Legal Services Regulation Executive

T 01 879 4732
E s.treanor@lawsociety.ie
W www.lawsociety.ie/lsra
LAWCARE

LawCare is the charity that promotes and supports good mental health and wellbeing across the legal community.

LawCare’s free, independent, and confidential helpline is a safe place to talk without judgement, with calls answered by trained staff and volunteers who have first-hand experience of working in the law. LawCare also has a network of peer supporters and provides information and support at www.lawcare.ie

LawCare is funded by the Law Society. It operates completely independently of the Law Society.

WHEN CAN LAWCARE HELP?
Life in the law can be tough. If you have had a stressful day or are struggling with anxiety, bereavement, or any personal issue, you can call LawCare’s free and confidential helpline on 1800 991 801. LawCare offers someone to talk to and emotional support, 365 days a year.

WHO CAN ACCESS LAWCARE?
The service is available to all members of the legal community from student to retirement, including staff and immediate families.

ACCESSING SUPPORT
You can access the LawCare helpline by calling 1800 991 801. It operates 365 days per year, Monday to Friday from 9am to 7.30pm, and on weekends and bank holidays from 10am-4pm. Out-of-hours calls are connected to an answering service and are returned within 24 hours.

CONTACT
LawCare helpline

T 1800 991 801
E help@lawcare.ie
W www.lawcare.ie

To volunteer

T 0044 1268 771 333
E admin@lawcare.ie
OPT-IN EMPLOYEE ASSISTANCE PROGRAMME FOR MEMBERS

The Law Society is delighted to have negotiated an exclusive Employee Assistance Programme (EAP) offer for Members with Laya Healthcare, an independent and confidential EAP provider.

24/7 MENTAL WELLBEING SUPPORT PROGRAMME
The service offers unlimited access for your employees and their family to a freephone EAP service 24/7, 365 days a year. The programme can also be accessed by employees via the EAP portal, app, or live chat.

Services include:
- 24/7 Freephone Mental wellbeing support
- Up to 6 Sessions of face-to-face counselling
- Video/telephone counselling option
- Support across finance, legal, mediation, parenting coaching, life coaching and more.

WHAT IS AN EAP?
An EAP provides a first-line response to providing prevention, triage and short-term problem resolution services to an organisation’s team and select family members. It is also available to managers to support them through any personal issues they might have while also helping them with any unique issues they may face in their role. It can be used by an employee, a spouse/partner and any dependent over the age of 16 who is living in the same household.

WHAT IS THE EAP RATE REDUCTION FOR MEMBERS?
The regular minimum annual fee from Laya per firm would be €750 (fixed cost per year) and €14.71 per employee. The new offer of €400 per year and €7.50 per employee thereafter is a 47% reduction in price, with 30 employees costing the organisation just €1.11 per employee per month.

HOW DOES PAYMENT WORK?
Laya deals directly with members of the Law Society, including invoicing. The service is completely independent of the Law Society.

For more information, visit www.lawsociety.ie/eapformembers to download a brochure and submit an enquiry directly to Laya Healthcare.
PROFESSIONAL WELLBEING HUB

The Law Society has developed a Professional Wellbeing Hub which is available on lawsociety.ie. The hub is an online information source providing the latest resources and signposting to our members on professional wellbeing.

The Professional Wellbeing Hub is part of a wider initiative that the Law Society has undertaken to contribute to increased access to wellbeing, resilience and psychological supports for the solicitors’ profession in Ireland.

If you want to provide feedback on the Professional Wellbeing Hub or get involved in promoting wellbeing in any way, please get in touch. Send an email to professionalwellbeing@lawsociety.ie

A wide range of useful information is available on the Hub. It signposts and directs members to reputable, independent wellbeing supports and services. In particular, the Hub can assist members in the following areas:
- Maintaining personal wellbeing and resilience
- Finding independent and confidential supports for mental health issues
- Supporting a colleague in distress
- Engaging in positive employment practices to improve employee wellbeing

CONTACT
Julie Breen
Professional Wellbeing Project Coordinator

T 01 672 4891
E professionalwellbeing@lawsociety.ie
W www.lawsociety.ie/wellbeinghub
The Wellbeing Hub is a useful central resource designed specifically for solicitors. With practical tips and easily accessible articles, it serves as a support and a reminder to nurture yourself in this rewarding and demanding career.

JENNIFER O’SULLIVAN, SENIOR ASSOCIATE (LEGAL) DEPFA BANK PLC
CONSULT A COLLEAGUE

Consult a Colleague is a free, confidential service for solicitors operating on a nationwide basis.

Helpline volunteers are all experienced solicitors who can help colleagues with professional and personal issues.

Callers can choose to remain anonymous throughout the call.

Typical professional issues that the Helpline can assist with include:

- Running a practice,
- Finance and accounts,
- Staff and HR issues,
- Legal situations,
- Compliance issues.

Personal issues might relate to:

- Bullying,
- Harassment,
- Inability to cope with work,
- Associated stress and depression.

The Consult a Colleague Helpline was set up by the Dublin Solicitors’ Bar Association and is funded by the Law Society. It operates completely independently of the Law Society.

ASSISTANCE

The Consult a Colleague website contains a full list of its volunteers and committee members. Callers to the Helpline (01 284 8484) will hear a recorded message with the contact details of the volunteers on call for that week. There are two solicitors on call at all times or if a person wishes they can choose someone from the full list of volunteers if for any reason they do not wish to discuss the matter with the volunteers on call.

CONTACT

Consult a Colleague

T 01 284 8484
E info@consultacolleague.ie
W www.consultacolleague.ie
DIPLOMA CENTRE

The Diploma Centre has been the leading provider of part-time diploma and certificate postgraduate courses that are specifically designed for solicitors for over 20 years.

The Law Society Diploma Centre has been providing necessary and innovative postgraduate diploma and certificate courses for over two decades.

Recent certificate courses offered by the Diploma Centre include:
- Agribusiness and Food Law,
- Data Protection,
- Conveyancing,
- Strategic Leadership for the In-House Lawyer, and
- Company Secretarial Law & Practice

Recent diploma courses include:
- Criminal Law and Practice,
- Judicial Skills and Decision-Making,
- Finance Law,
- Commercial Property,
- Technology and IP Law,
- Arts, Entertainment and Media Law, and
- Mediator Training

NEW
We have recently expanded our offering by adding two Masters programmes and the Professional Doctorate in Law in partnership with Northumbria University.

All courses utilise a highly knowledgeable faculty of lecturers and tutors who draw on years of practical experience in the delivery of course content.

Courses are also designed to enable students to satisfy as much of their CPD requirement for as possible. Time spent attending lectures and workshops in person, or completing these via e-learning (that is, via the online lecture capture facility), as part of a diploma/certificate course, can be claimed towards the annual CPD requirement. Additionally, the Diploma Centre also offers an annual CPD Bonus Conference, to assist course participants to fully satisfy their annual CPD requirements.

The Diploma Centre offers loyalty discounts to eligible applicants, including out-of-work solicitors and trainees. Full details of current available courses can be found at www.lawsociety.ie/diplomacentre.

CONTACT
Claire O’Mahony,
Acting Head of Diploma Centre
T 01 881 5773
E c.omahony@lawsociety.ie
W www.lawsociety.ie/diplomacentre
This training network is of immense value to solicitors, particularly those in provincial venues, as a provider of comprehensive cost-effective training and continuing professional development.

CONOR MACGUILL, PRINCIPAL
CONOR MACGUILL SOLICITORS, DUNDALK
LAW SOCIETY PROFESSIONAL TRAINING

Law Society Professional Training continues to be the main provider of continuing professional development education to the solicitors’ profession in Ireland.

Professional Training programmes include a suite of annual conferences designed and delivered in collaboration with Law Society committees; specialised legal masterclasses, executive management skills workshops and an executive leadership programme.

CLUSTER EVENTS
As well as the on-site courses at Blackhall Place, Professional Training offers a suite of online courses and low-cost regional Finuas Skillnet Cluster events.

Full details of the 2020 programme can be found at www.lawsociety.ie/CPDcourses. You will also find the bimonthly legal training eZine on the website. Training events can be booked online, by phone or by post.

CONTACT
Law Society Professional Training Team

T 01 881 5727
E lspt@lawsociety.ie
W www.lawsociety.ie/CPDcourses
LAW SOCIETY FINUAS SKILLNET

Law Society Finuas Skillnet is a solicitor learning network for companies of all sizes within the legal sector and professional advisors within Ireland’s international financial services (IFS) sector.

Member companies work collaboratively to share best practice and to respond effectively to their business and skills needs. The network addresses both technical and non-technical skills needs of their members.

The objective of this national network is to support the growth, competitiveness and sustainability of Ireland’s legal and international financial services sectors. The network provides strategic responses to emerging national and international trade, regulatory and competitive challenges facing legal and IFS professionals, through the delivery of highly specialised education and training.

Law Society Finuas Skillnet is promoted by the Law Society of Ireland. Membership of the network is open to all private sector enterprises within the legal sector and international financial services sector based in the Republic of Ireland. Detailed information on applying for membership of the Law Society Finuas Skillnet is available on the website or by contacting a member of the Law Society Professional Training team.

CONTACT
Law Society Finuas Skillnet Team
T 01 881 5727
E finuasskillnet@lawsociety.ie
W www.lawsociety.ie/Courses--Events/cpd/FinuasSkillnet/
SMALL PRACTICE BUSINESS HUB

The Law Society has developed a dedicated online hub for small practices and sole practitioners to provide information, courses and tools to help you build a more successful and sustainable business.

GROWING YOUR BUSINESS
In recognition that smaller practices have a distinct profile resulting in specific ways of doing business, we are offering specially-designed workbooks and resources to meet your specific business needs. These include scaling up, marketing and networking your practice.

MAXIMISING EFFICIENCY
Resources to help find, manage and look after staff; eliminate waste within your business processes and reduce errors; and how options such as co-working might work for your practice.

TRAINING COURSES
Workshops and training courses have been specially designed to support practitioners seeking to utilise the Growth Strategy Workbook and the Marketing Workbook produced as part of the Small Practice Support Project.

SMALL PRACTICE QUERIES
If you have any queries on the resources available in the Small Practice Business Hub or would like to make a suggestion how the Law Society can help small practices succeed, you can contact Small Practice Support by email or telephone.

CONTACT
Keith O’Malley
Head of Support Services
T 01 672 4937
E smallpractices@lawsociety.ie
W www.lawsociety.ie/businesshub

TESTIMONIAL
The Small Practice Business Hub is a great resource for business owners, with a wide range of useful information and practical tips for running and growing your business. I found the workbooks particularly helpful.”

Conor McLaughlin
Principal, McMorrow & McLaughlin, Bundoran, Co. Donegal
SMALL PRACTICE SUPPORT

The Law Society supports small practices and sole practitioners by providing information and support on practice management and business development matters.

SETTING UP IN PRACTICE
Solicitors exploring the option of setting up in practice are provided with information on regulatory matters, insurance and on how to devise a marketing strategy. Tips on creating a business plan, along with sample and templates, are also available.

BUYING A PRACTICE
Information booklets are available and information events are regularly organised in order to inform both individual solicitors and firms already in existence about the option to purchase a firm, buy into a partnership or merge.

CHANGING PRACTICE DIRECTION
Solicitors who want to change how their firm operates are supported. The change may involve a significant move into a new area of business, increasing staff levels, rationalising or transitioning into a new business entity, such as, from sole practitioner into partnership.

RETIРЕMENT PLANNING
A suite of retirement planning information is available, focused on sole practitioners and small firm proprietors. The aim is to help legal practitioners transition successfully from work to retirement - when the right time comes - and to optimise post-retirement quality of living.

SELLING A PRACTICE
Information booklets, videos and one-to-one support are provided to support solicitors who are selling their practice - or considering the option. The objective is to assist members get maximum value for their business - and achieve a smooth transition.

CONTACT
Keith O’Malley
Head of Support Services

T 01 672 4937
E k.omalley@lawsociety.ie
W www.lawsociety.ie/careers
BUY SELL MERGE

Buy Sell Merge is a free, online forum developed for solicitors who are interested in buying or selling a practice, merging with another firm or sharing premises.

100% CONFIDENTIALITY
In taking tentative steps to look at the option of buying or selling a practice, many solicitors want anonymity. This can be guaranteed 100% to advertisers on Buy Sell Merge.

VIEW ADVERTISEMENTS
All Law Society members can browse advertisements on Buy Sell Merge. However, you must create a profile before you can respond to an advertisement and request further information. If you reply, your email address will be visible to the recipient (the advertiser).

CREATE A PROFILE
Creating a Buy Sell Merge profile allows you to respond to advertisements and also to place your own advertisements on the forum. The website guides you through this simple process.

TESTIMONIAL
Through Buy Sell Merge I found a buyer for my firm. The format of the services provides flexibility to those wishing to explore all options, either by disclosure of a solicitor or firm’s identity or the maintenance of anonymity and confidentiality.

Anonymous member who sold his firm

PLACE AN ADVERTISEMENT
You choose the wording for your advertisement and what information you want to disclose. You can review your entry before it is posted to the forum.

ADVERTISING PERIOD
Your advertisement will remain on the forum for six months unless you remove it. You will receive an email reminder one week before the six-month deadline.

CONTACT
Shane Farrell
Practice Support Administrator

T 01 672 4937
E s.farrell@lawsociety.ie
W www.lawsociety.ie/buysellmerge
MENTOR PROGRAMME FOR SOLICITORS SETTING UP IN PRACTICE

If you have recently set up in practice, or are thinking about setting up, the Mentor Programme can put you in touch with an experienced practitioner who is willing to act as your mentor.

Mentors give guidance on an informal and voluntary basis. You can contact them for once-off guidance or you can both opt to develop an ongoing relationship.

If you would like to be mentored, request a copy of the Law Society’s mentor register and choose a mentor to make contact with. For a copy of the mentor register, email Shane Farrell at s.farrell@lawsociety.ie or telephone 01 672 4937.

New mentors for those setting up in practice are always welcome. If you are interested in volunteering, please also contact Shane Farrell.
LEGAL VACANCIES

Legal Vacancies is Ireland’s premiere online source of information about legal work opportunities.

JOB ALERTS
Job seekers can sign up for Job Alerts - notifications about particular opportunities becoming available. The alerts can be focused on type of role, geographic location and/or employer.

CV REGISTER
There are three CV Registers - one for solicitors, one for trainees and one for people seeking a training contract. You can post your CV to the appropriate register if you are looking for work. Employers looking for someone will then make direct contact with you. The Solicitor CV Register is especially useful for accessing locum work opportunities.

LEGAL VACANCIES NEWSLETTER
Sign up for our Legal Vacancies newsletter, for career tips and offbeat opportunities, straight to your inbox every fortnight.

TESTIMONIAL
I found the Legal Vacancies website a very effective tool. It was more cost effective and more personal than going through an intermediary. I appreciated the straightforward listing process online and the support of the legal vacancies team. My experience was very positive and I am happy to recommend the service to other firms.

Kerry Clear
Eoghan P. Clear Solicitors, Dublin

EMPLOYER SERVICE OPTIONS
Employers can opt for a range of service options when advertising vacancies. There is the basic option, a ‘no name’ listing, candidate shortlisting and an ‘advertising and interviews arranged’ option.

ADVERTISING OPTIONS
Employers are provided with a number of different advertising choices on Legal Vacancies. These range from a standard listing to various display advertising options. Advertisements can also be highlighted with badging options such as ‘Hot Job’ or ‘Job of the Week’.

CONTACT
Malgorzata Rola
Legal Vacancies Administrator

T 01 6724891
E legalvacancies@lawsociety.ie
W www.legalvacancies.ie
CAREER SUPPORT

Career Support is a key resource for solicitors at every stage in their career.

CAREER SUPPORT
We can help you manage many career challenges including increasing job satisfaction and changing jobs.

RETURNERS’ PROGRAMME
Returning to work after a career break? Contact us or visit our website to find out more about our programme, tailored for solicitors returning to the workplace.

55+ OPTIONS
Over 55? Contact us or visit our web page to find out more about our 55+Options Programme, tailored for solicitors facing a changing work environment.

CONTACT
Keith O’Malley
Head of Support Services
T 01 672 4937
E k.omalley@lawsociety.ie
W www.lawsociety.ie/careers

TESTIMONIAL
I recently participated in the Returner’s Programme run by the Law Society and it was a very positive experience. At the time, I was returning to the workforce following a period of extended maternity leave. I was seeking a new role which would offer challenging legal work whilst offering flexibility to accommodate family life. The Returner’s Programme was invaluable in helping me to consider how I would apply my personal and professional values when approaching the job market. Keith, Shane and the other participants were very supportive and encouraging throughout the whole process. This was extremely helpful in building up my confidence following an absence from the workforce. I am pleased to announce that I have now been offered an exciting legal role and I am looking forward to returning to work in the New Year. I would highly recommend the Returner’s Programme to any job seekers.

Anonymous
WOMEN IN LEADERSHIP
The Women in Leadership mentoring programme is designed to support women who wish to advance their careers. The mentor panel is made up of senior solicitors from the public and private sector. Applications will open in the spring and details will be published in the Gazette, on the Law Society website and social media channels. Successful applicants will be provided with training in best practice mentoring techniques, following which they will be matched with a mentoring partner. Mentoring partners generally meet once a month over the course of a year – and there will be opportunities to meet with other participants at networking events (in association with the Bar of Ireland) throughout the year.

“Having a confidential sounding board with a lot of experience, is enormously helpful. It can help you to explore the challenges you are having and why they may be proving difficult at a particular point in time. I constantly learn from my mentees and they always challenge me to be better at what I do as well as be a better legal practitioner!”

AUDREY O’SULLIVAN, GENERAL COUNSEL, SIRO LIMITED

CONTACT
Judith Tedders
Member Services Executive
T 01 881 5772
E j.tedders@lawsociety.ie
LAW SOCIETY RETIREMENT TRUST SCHEME

The Law Society Retirement Trust Scheme – designed specifically for the needs of Law Society members – helps you plan and save for your retirement in a way that suits you. You choose how much and how often you contribute to the scheme. You choose how to invest your contributions. When it comes to retiring, you decide how you would like to receive your benefits.

The scheme has a robust governance structure, which is overseen by an independent trustee. The Solicitors Retirement Committee also monitors the scheme’s governance.

BENEFITS OF THE SCHEME

- Simple cost structure,
- Excellent member support,
- Choice of funds,
- Flexible contributions,
- Tax benefits,
- Online access,
- Member helpline,
- Regular member updates.

JOINING THE SCHEME
Law Society members who are self-employed or in non-pensionable employment can apply to join the scheme. You must be under 75 years of age and have a source of earnings from your profession or non-pensionable employment.

GROW YOUR RETIREMENT ACCOUNT
The Scheme makes available a Lifestyle Strategy that automatically invests your retirement account in accordance with your time to retirement. Where the Lifestyle Strategy is used, your investments will aim for growth when you are younger, and in the last years before your chosen Target Retirement Date will automatically transition to a position involving less risk.

Alternatively, the full range of funds available provides you with the flexibility to invest your retirement account in line with your own risk preferences.

MERCER ONEVIEW
You can manage your Retirement Account online though Mercer OneView. It allows you to view your contribution history, make changes to your investment choices, monitor fund performance and update your contact details.

CONTACT
Mercer
T 1890 275 275
E justASK@mercer.com
W www.lawsociety.ie/memberbenefits
PC AND PII FINANCE SCHEME 2019/20

The Law Society has partnered with Bank of Ireland (BOI) to offer an exclusive discounted variable rate for members and firms who wish to finance payment of their income tax, pension contributions, professional indemnity insurance or practising certificates.

BOI can provide short-term finance for terms up to 11 months. Up to date financial information will be required to complete an application and as with all borrowing, normal lending criteria, terms and conditions apply.

The scheme offers a highly competitive unsecured rate of 5.75% (see example below). This discounted rate is quoted as at 13 December 2019 and maybe subject to change.

BOI has a team of experienced business advisors who are familiar with lending to solicitors. Their local business team welcome the opportunity to speak about your financial needs.

### HOW TO APPLY
To apply for a loan phone BOI’s Business Direct team on 1890 365 222 (select option 3 for the Law Society Scheme) or apply online at www.bankofireland.com/businessloans.

<table>
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<th>Loan Amount</th>
<th>Interest rate</th>
<th>Term in months</th>
<th>Monthly Repayments</th>
<th>Total Cost of Credit</th>
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</tbody>
</table>

### CONTACT
- **Bank of Ireland**
  - T 1890 365 222 (Selection Option 3)
  - E businesslending@boi.com
  - W www.bankofireland.com/businessloans

- **Law Society**
  - E financescheme@lawsociety.ie
  - W www.lawsociety.ie/memberbenefits
GROUP LIFE ASSURANCE SCHEME 2020

In the last five years, almost 60 solicitors’ families have received in excess of almost €3 million under the Group Life Assurance Scheme.

The scheme, operated by Friends First, provides cover of €47,500, and a health declaration is not normally required, although the insurers reserve their right to request this.

WHO IS COVERED BY THE SCHEME?
All practising certificate holders under the age of 70, with a few exceptions, are members of the scheme. The premium of €64 is included in the practising certificate fee.

Solicitors in full-time service of the State, judges or county registrars may apply to join the scheme when applying for membership by the payment of the premium of €64 on or before 31 January 2019.

CLAIMS
In the event of the death of a scheme member, any pay-out under the scheme will form an asset in the deceased’s estate.

CONTACT
Law Society Finance and Administration team
T 01 672 4901
E grouplifescheme@lawsociety.ie
W www.lawsociety.ie/memberbenefits
CREDIT AND DEBIT CARD TERMINALS

Elavon Merchant Services offer Law Society members preferential rates for the right payments solution to suit your business.

With more clients opting to pay for services by card, firms are increasingly expected to offer card payment as an option. Elavon’s packages include:

CARD TERMINALS TO SUIT YOUR BUSINESS
Elavon can provide you with a fixed terminal for your office – or a mobile one that allows you to take payments on the move – for example, when in Court.

Free engineer installation and training on the day is provided.

ONLINE PAYMENTS
Our business can reach more clients online and Elavon can quickly get you set up to accept payments via PC, table or mobile.

You don’t have to switch banks in order to take payments using Elavon, and the funds will be in your account the next day, regardless of who you bank with.

HOW DO I SIGN UP?
You can contact Elavon at 1800 995 085 or email sales@elavon.com. Ask for the Law Society’s preferential rates when making an enquiry.
SOLICITORS’ BENEVOLENT ASSOCIATION
Supporting solicitors and their families since 1863

The Solicitors’ Benevolent Association provides financial assistance to members or former members of the solicitors’ profession, their spouses, families and immediate dependents throughout the 32 counties. All applications are dealt with in the strictest of confidence.

Applicants vary from elderly widows and widowers struggling on an inadequate fixed income to younger members with several dependent children.

MAKING AN APPLICATION
Contact the Association’s Secretary, Geraldine Pearse at 01 283 9528 or download the application form from the website www.solicitorsbenevolentassociation.com.

HOW CAN YOU HELP?
The Association relies on the support of its directors and Law Society members, not only for financial support but also to keep them in touch with people in need.

You can subscribe to the Association when paying your practising certificate fee or by making a donation to a director or the secretary, Geraldine Pearse.

Legacies and the proceeds of fundraising events are always welcome. A list of the directors is found in the Law Directory.

CONTACT
Geraldine Pearse
Solicitors’ Benevolent Association Secretary
T 01 283 9528
E contact@solicitorsbenevolentassociation.com
W www.solicitorsbenevolentassociation.com
CONNECTING WITH THE PROFESSION
LAW SOCIETY EVENTS

The Law Society hosts several events each year, including the AGM, the Law Society Gala, the Calcutta Run and Communications Day – providing members with an opportunity to meet their colleagues from around the country.

CONTACT
Kathy McKenna
Public Relations Executive
T 01 672 4915
E k.mckenna@lawsociety.ie
Holding an event in Blackhall Place

The Law Society’s unique and historic premises at Blackhall Place has a range of rooms which can be hired by members for conferences, meetings and functions.

The President’s Hall, the Council Chamber, the Members’ Dining Room are available to hire as are meeting rooms, a tiered lecture theatre and seminar rooms. Video-conferencing, audio-visual equipment and catering are also available.

Outdoor events are held in the walled garden and football pitch with the option of retreating to the Old Library Bar, the Members’ Bar or the Blue Room in the event of rain.

Blackhall Place is a popular venue for private functions such as gala dinners, wedding receptions and civil marriages. A wedding brochure can be downloaded from the Law Society website.

CONTACT
Events
Gary Hodkinson
Events team

T 01 672 4918
E events@lawsociety.ie
W www.lawsociety.ie/venuehire
Accommodation in Blackhall Place

TRAVELLING TO DUBLIN?
As a member of the Law Society, you can avail of B&B at Blackhall Place at a special rate of €45 for a single room and €65 for a double/twin room.

Conveniently located close to Heuston Station, the Four Courts and the Courts of Criminal Justice - all rooms are ensuite with television and tea/coffee making facilities.

Availability is limited so early booking is recommended.

CONTACT
Reception at Law Society of Ireland
T 01 672 4800
E general@lawsociety.ie
W www.lawsociety.ie/bandb
LAW SOCIETY GAZETTE

The award-winning Gazette informs members of the legal profession and subscribers about the significant legal issues of the day through its news, features and in-depth analysis articles.

Recognised as the definitive source for legal news and information for the solicitors’ profession, the Gazette is published ten times a year and has a print run of 13,000 copies.

Law Society members and subscribers can access the online magazine at Gazette.ie (click on the ‘Magazine’ tab). This version contains useful links to legislation, judgments, and relevant literature. Here you’ll find an archive of back issues from January 1997 right up to the present day. Online indices provide useful assistance in locating articles from past issues, and are available to the end of the previous calendar year.

The Gazette’s rate card is available at Gazette.ie.

CONTACT

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Send small ad details, with payment, to Gazette Office, Blackhall Place, Dublin 7. All cheques should be made payable to ‘Law Society of Ireland’.

Commercial notices
Seán Ó hOisín,
10 Arran Road, Dublin 9
T 01 837 5018
M 086 811 7116
E seán@lawsociety.ie
Gazette.ie

The Law Society Gazette launched Gazette.ie in November 2018. This daily legal news service, available on desktop and mobile devices, is aimed at legal practitioners and the general public.

Of particular appeal to daily commuters, Gazette.ie publishes fresh news updates every morning and throughout the day – as well as a ‘breaking news’ service.

Gazette.ie also features regular video news clips, ‘one-on-one’ interviews with keynote speakers from press conferences and seminars, and image galleries.

Gazette.ie also launched its ‘Gazette Over Audio’ service in November 2018 – available to members and subscribers, where professional narrators read the long-read content from the Law Society Gazette. This allows our readers to catch up with the Gazette’s main features – at home, while commuting, in the office, or at the gym.
I often listen to the Gazette over audio when I’m out for a walk or in the car. It’s an easy way to keep up to date when you are busy.

MELVYN HANLEY, PRINCIPAL, MELVYN HANLEY SOLICITORS, LIMERICK
SOCIAL MEDIA

The Law Society uses social media to both represent and connect with its members online.

Practice-related content, including practice notes and other guidance from Law Society committees, is available on the Law Society LinkedIn Page, and on Twitter, where we also share news, useful analysis from external parties, and legal events.

Solicitors can access a members-only LinkedIn Group, designed as a private forum for the profession.

On Facebook, members of the public can find useful information on the benefits of using a solicitor and other legal matters, while the best pictures and videos from Blackhall Place and beyond are highlighted on Instagram. At all times, in communication with the public, the Society urges people to ‘talk to your solicitor’ about any questions they have.

CONTACT
Derek Owens
Social Media Coordinator

T 01 672 4924
E d.owens@lawsociety.ie
eNEWSLETTERS

LEGAL EZINE FOR MEMBERS
The Law Society’s newsletter, the legal eZine, is emailed to solicitors only. All articles are written by Law Society staff with a strong practice-related focus. You can access previous issues by clicking on the archive links in the latest eZine.

PRESIDENT’S BULLETIN
The President of the Law Society uses the Bulletin to email members directly on urgent and important issues, as they occur. For more information on the eZine and Bulletin archive, visit the eNewsletters page under the Solicitors’ Representation section of the Law Society website or go to www.lawsociety.ie/enewsletters (login required).

LAWWATCH
The library compiles a free weekly alert of recent judgments circulated by the Courts Service, recent legislation and journal articles. This service is delivered by email to all members.

LEGAL VACANCIES
The Legal Vacancies newsletter is published every fortnight. It provides career tips and a particularly popular feature is its listing of ‘off-beat opportunities’.

EMAIL ADDRESS PREFERENCES
To update your preferred contact email for eNewsletters, go to www.lawsociety.ie/emailaddresspreferences.

CONTACT
Carmel Kelly
Web and Digital Media Manager

T 01 672 4829
E ezine@lawsociety.ie
W www.lawsociety.ie/enewsletters
The eZine is a great source of information that I look forward to every month - it keeps me updated on diverse topics, from practice notes to precedents, straight to my email.

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HAVE YOU MOVED?
Don’t miss out on receiving your Gazette, Law Directory and important updates from the Law Society. Remember to send your change-of-address details to the IT Section, Law Society of Ireland, Blackhall Place, Dublin 7, or by email to customerservice@lawsociety.ie.

eNEWLETTERS
To update your preferred contact email for eNewsletters, go to www.lawsociety.ie/emailaddresspreferences.