

LEGAL SERVICES REGULATORY AUTHORITY E-SERVICES

APPROVAL TO HOLD INTERESTS IN A LAW PRACTICE

This is a sample application form for Approval to Hold Interests in a Law Practice. It is provided for reference only and may not accurately reflect the current version of the online application form. Please note that this sample application form is not valid for submission.

LEGAL SERVICES REGULATORY AUTHORITY E-SERVICES

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WELCOME Rachel Tay
Lim & Tan Law Corporation (UEN: UEN/SLP/9047)

Approval to Hold Interests in a Law Practice

INTRODUCTION

1. This is an application for:
 - (a) A foreign lawyer to be a director, partner or shareholder in, or to share in the profits of, a Singapore law practice;
 - (b) A foreign law practice to be a shareholder in, or to share in the profits of, a Singapore law practice; and/or
 - (c) A regulated non-practitioner to be a shareholder in, or to share in the profits of, a law practice.
2. The relevant requirements, privileges and conditions are set out in the [Legal Profession Act \(Cap. 161\)](#) and [subsidiary legislation](#).

INSTRUCTIONS

1. The LSRA e-Services website is best viewed with Internet Explorer 11.
2. This application may take about 30 minutes to complete if you have all the information and supporting documents ready. For security reasons, you will be logged out after 30 minutes if you do not extend your session by acknowledging the session time-out message within 5 minutes. You may wish to click the "Save as Draft" button at the bottom of the page at regular intervals to avoid any data loss. You can retrieve your draft application via LSRA e-Services and make the necessary amendments before you submit the application.
3. The application must be submitted with the applicable fee specified in the First Schedule of the [Legal Profession \(Law Practice Entities\) Rules](#) within 90 days from its creation date. Otherwise, the application will lapse, and you will be required to start a new application.
4. Before you begin, please refer to the sample form for the information and supporting documents required to complete the application, as well as the User Guide and FAQs available on our [LSRA e-Services portal](#).
5. For your convenience, the application allows you to retrieve particulars from previous applications submitted by the applicant and, if applicable, its constituent/member law practices. Some parts of the application may also have been pre-populated with these particulars. It is the applicant law practice's responsibility to check that the particulars are correct before submitting the application.
6. The application must be completed in English. Supporting documents must also be in English. Where the original documents are not in English, please provide a certified English translation of the documents.
7. The LSRA may contact you for clarification or additional information. If there are any changes to the application after it has been submitted, please email us at MLAW_LSRA@mLaw.gov.sg (and indicate your application number, if any).
8. It is the responsibility of the applicant law practice to ensure that all information in this application is correct. The declaration in the completed application must be signed by the person or persons with the requisite authority, as specified in the declaration.
9. Please note that the signatory parties may be copied in correspondence relating to this application.
10. Applications will normally take around 3 to 16 weeks to process. Applications that are incomplete, complex or submitted during the peak period from January to March may require more time to process.
11. If you have any queries, please email us at MLAW_LSRA@mLaw.gov.sg (and indicate your application number, if any).

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LEGAL SERVICES REGULATORY AUTHORITY E-SERVICES

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WELCOME Rachel Tay
Lim & Tan Law Corporation (UEN: UEN/SLP19047)
Application No.: APPILP/2016/13103
Registration No.: LSRALLC/2015/0065

Approval to Hold Interests in a Law Practice

Please fill in all mandatory fields (indicated by *).
You may save your draft at any time by clicking on the "Save as Draft" button at the bottom of this page.

Main Contact for the Application

Salutation*	<input type="text"/>		
Full Name	<input type="text"/>		
Suffix	<input type="text"/>	If other Suffix, please state	<input type="text"/>
Identification Type*	<input type="text"/>	Identification No.	<input type="text"/>
Nationality*	<input type="text"/>	Date of Birth* (DDMMYYYY)	<input type="text"/>
Substantive Appointment*	<input type="text"/>	Job Title*	<input type="text"/>
Organisation Name*	<input type="text"/>		
Correspondence Address*	<input checked="" type="radio"/> Local <input type="radio"/> Foreign		
Postal Code*	<input type="text"/>		
Block / House No.	<input type="text"/>	Unit No.	<input type="text"/>
Street	<input type="text"/>	Building Name	<input type="text"/>
Foreign Address	<input type="text"/>		
Country	<input type="text"/>		
Office No.*	<input type="text"/>	Fax No.*	<input type="text"/>
Mobile No.	<input type="text"/>	Email*	<input type="text"/>

Managing Partner/Director of the Singapore Law Practice

Salutation	<input type="text"/>		
Full Name	<input type="text"/>		
Suffix	<input type="text"/>	If other Suffix, please state	<input type="text"/>
Identification Type	<input type="text"/>	Identification No.	<input type="text"/>
Nationality	<input type="text"/>	Date of Birth (DDMMYYYY)	<input type="text"/>
Substantive Appointment	<input type="text"/>	Job Title	<input type="text"/>
AAS No.	<input type="text"/>	PC No.	<input type="text"/>
PC No.	<input type="text"/>	PC Expiry Date	<input type="text"/>
Correspondence Address	<input checked="" type="radio"/> Local <input type="radio"/> Foreign		
Postal Code	<input type="text"/>	Unit No.	<input type="text"/>
Block / House No.	<input type="text"/>	Building Name	<input type="text"/>
Street	<input type="text"/>		
Foreign Address	<input type="text"/>		
Country	<input type="text"/>		
Office No.	<input type="text"/>	Fax No.	<input type="text"/>
Mobile No.	<input type="text"/>	Email	<input type="text"/>

For reference only - Not valid for submission

Law Practice Details

Name of Law Practice	<input type="text"/>		
Legal Structure	<input type="text"/>	Other Legal Structure	<input type="text"/>
UEN Type	<input type="text"/>	Law Firm UEN	<input type="text"/>
No. of Offices			
Singapore	<input type="text"/>	Overseas	<input type="text"/>
No. of Lawyers			
Singapore	<input type="text"/>	Overseas	<input type="text"/>
Countries in which Overseas Offices are located	<input type="text"/>		
Practice Area(s)	<input type="text"/>		
Other Area(s) of Legal Practice	<input type="text"/>		
Correspondence Address	<input checked="" type="radio"/> Local <input type="radio"/> Foreign		
Postal Code	<input type="text"/>		
Block / House No.	<input type="text"/>	Unit No.	<input type="text"/>
Street	<input type="text"/>	Building Name	<input type="text"/>
Foreign Address	<input type="text"/>		
Country	<input type="text"/>		
Office No.	<input type="text"/>	Fax No.	<input type="text"/>
Mobile No.	<input type="text"/>	Email	<input type="text"/>
Website Address	<input type="text"/>		

For reference only. Not valid for submission

Lawyers in the Singapore Law Practice

S/N	Name	Identification No.	CoR/ Application No.	Certificate Type	Registered Under	Singapore Solicitor / Foreign Lawyer	Substantive Appointment	Equity Interests (%)	Voting Rights (%)	Profits (%)	Action
No Data											

Add Lawyers in the Singapore Law Practice

Certificate Type*

CoR/Application No.*

Identification No.*

Registered Under*

Certificate Expiry Date

Full Name*

Identification Type*

Substantive Appointment*

Job Title*

How many days a year (on average) does this individual intend to reside in Singapore?

Disciplinary or Criminal Proceedings?* Yes No

Interests of Foreign Law Practice(s) in the Singapore Law Practice

S/N	Name of Law Practice	Type of Law Practice	Law Practice UEN	UEN Type	Is the Law Practice based in Singapore?	Singapore / Foreign	Equity Interests (%)	Voting Rights (%)	Profits (%)	Action
No Data										

Add Interests of Foreign Law Practice(s) in the Singapore Law Practice

Is the Other Law Practice based in Singapore? * Yes No

Law Practice UEN *

Type of Law Practice *

UEN Type *

Name of Other Law Practice *

Equity Interests (%) *

Voting Rights (%) *

Profits (%) *

Regulated Non-Practitioner(s) in the Law Practice

Add Remove Undo changes to existing records

S/N	Name	Identification No.	Registration No.	Certificate Type	Substantive Appointment	Disciplinary or Criminal Proceedings?	Interests in the Law Practice?	Equity Interests (%)	Voting Rights (%)	Profits (%)	Action
No Data											

Add Regulated Non-Practitioner(s) in the Singapore Law Practice

Certificate Type*

Registration No.*

Identification No.* **Retrieve**

Identification Type*

Registration Expiry Date

Full Name*

Substantive Appointment* **Job Title***

Is this individual a member of the management of the law practice?* Yes No

Length of Employment at Law Practice* No. of years No. of months

Primary Occupation(e.g. Accountant)*

How many days a year (on average) does this individual intend to reside in Singapore?

Disciplinary or Criminal Proceedings?* Yes No

Equity Interests / Voting Rights / Profits in the Law Practice* Yes No

Equity Interests (%)*

Voting Rights (%)*

Profits (%)*

Save Cancel

Summary

Interests in Singapore Law Practice

	Equity Interest (%)	Voting Rights (%)	Profits (%)
Singapore Interests	100.00	100.00	100.00
Foreign Interests	0.00	0.00	0.00
Regulated Non-Practitioners	0.00	0.00	0.00
Total	100.00	100.00	100.00

Documents

You can upload a maximum of 12.00 MB of documents below.

S/N	Document Required	Description	Uploaded Document(s)	Action
1	Reasons for Application+	Please provide the reasons for this application, including how the Registrant's skills and experience would contribute to the running, development and management of the law practice. If this is an application for a foreign lawyer to hold interests in a Singapore Law Practice, please include details of any proposals for the foreign lawyer: (a) to concurrently be a partner, a director, a shareholder, an employee or a consultant of a Foreign Law Practice; and/or (b) to concurrently be the nominee of a Foreign Law Practice, or any other foreign lawyer, in respect of the management of, or the control of any voting power or equity interest in, the Singapore Law Practice.		Attach/Remove File
2	Ownership Structure of the Singapore Law Practice if the Application is Approved	This is mandatory if approval is being sought for a Foreign Law Practice to hold interests in a Singapore Law Practice. Please submit the following even if there will be no change in the ownership structure if the application is approved: (1) An organisation chart showing the ownership structure of the Singapore Law Practice if the application is approved, i.e. (a) every entity with an ownership and/or controlling interest in the Singapore Law Practice; and (b) every entity with an ownership and/or controlling interest in the entities listed in (a), up to and including the ultimate Parent Law Practice, which is the entity that is not itself owned or controlled by any entity; and (2) Details of all non-lawyer ownership and/or controlling interest, if any, within the ownership structure of the Singapore Law Practice.		Attach/Remove File
3	Management Structure of the Singapore Law Practice if the Application is Approved	This is mandatory if approval is being sought for a Foreign Law Practice to hold interests in a Singapore Law Practice. Please submit this even if there will be no change in management structure if the application is approved.		Attach/Remove File
4	NRIC/Passport of the Managing Partner/Director of the Foreign Law Practice	This is mandatory if approval is being sought for a Foreign Law Practice to hold interests in a Singapore Law Practice, and the Foreign Law Practice is not registered with LSRA.		Attach/Remove File

5	Curriculum Vitae of the Managing Partner/Director of the Foreign Law Practice	This is mandatory if approval is being sought for a Foreign Law Practice to hold interests in a Singapore Law Practice, and the Foreign Law Practice is not registered with LSRA. Please provide an up-to-date Curriculum Vitae of the Managing Partner/Director which should include, but need not be limited to, details of the Managing Partner/Director's career, employment history, periods of employment, positions held, recent and significant transactions, rankings in legal publications such as Chambers & Partners, educational history, and academic and professional qualifications.	Attach/Remove File
6	Ownership Structure of the Foreign Law Practice	This is mandatory if approval is being sought for a Foreign Law Practice to hold interests in a Singapore Law Practice, even if the Foreign Law Practice is registered with LSRA. Please submit: 1. An organisation chart showing the full ownership structure of the Foreign Law Practice, i.e. (a) every entity which has an ownership and/or controlling interest in the Foreign Law Practice; and (b) every entity which has an ownership and/or controlling interest in the entities listed in (a), up to and including the ultimate Parent Law Practice, which is the entity that is not itself owned or controlled by any entity; and/or 2. Details of all non-lawyer ownership and/or controlling interest, if any, within the ownership structure of the Foreign Law Practice.	Attach/Remove File
7	Management Structure of the Foreign Law Practice	This is mandatory if approval is being sought for a Foreign Law Practice to hold interests in a Singapore Law Practice, even if the Foreign Law Practice is registered with LSRA.	Attach/Remove File
8	Track Record of the Foreign Law Practice	This is mandatory if approval is being sought for a Foreign Law Practice to hold interests in a Singapore Law Practice, and the Foreign Law Practice is not registered with LSRA. This should include but need not be limited to international/regional law awards/rankings, significant global/regional/local clients, and major transactions over the last five years.	Attach/Remove File
9	Any other information		Attach/Remove File

Remaining Size: 12.00 MB

Save as Draft Next

Attach/Remove Documents

Note: Individual files must not exceed 5 MB.

Step 1: Please select a file to upload

Choose File

Step 2: Click the "Attach File" button

Attach File

Attachment(s)

Remove

S/N	Document Name	Size (KB)
No Data		

Close

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LEGAL SERVICES REGULATORY AUTHORITY E-SERVICES

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Home > Declaration

WELCOME Rachel Tay

Lim & Tan Law Corporation (UEN: UEN/SLP/9047)

Application No.: APP/LP/2016/13103

Registration No.: LSR/LLC/2015/0055

Approval to Hold Interests in a Law Practice

Declaration

Please download the declaration form by clicking the "Download" button.

Download

Please upload the signed declaration form by clicking the "Choose File" button.

Choose File

Note: The file size of the scanned declaration form should not exceed 7 MB. Please scan the document in low resolution (e.g. 200 dpi).

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Submit