

GRADUATE MEMBERSHIP APPLICATION



**LAW
INSTITUTE
VICTORIA**

VALID TO 30 JUNE 2020

Growing your practical experience

If you've completed your law degree but are not yet admitted to practice, LIV Graduate Membership can assist you to transition between graduation and employment.

Please return this form via post or email:

Membership Department, Law Institute of Victoria
Level 13, 140 William Street, Melbourne VIC 3000 or GPO Box 263, Melbourne VIC 3001 or DX 350 Melbourne
membership@liv.asn.au

CONTACT DETAILS

Have you previously been an LIV member? <input type="radio"/> No <input type="radio"/> Yes		Member number
Title	Surname	Given names
Date of birth (dd/mm/yyyy)		
Business name		Commencement date (dd/mm/yyyy)
Business address		Postcode
DX number (if applicable)	DX location	
PO Box (if applicable)	Postcode	Fax
Phone (BH)	Mobile	Residential phone
Primary email		Secondary email
Residential address		Postcode

If your business has a DX this will be the default mailing address unless you specify otherwise.

Preferred mailing address: Business PO Box Residential

PATHWAY TO ADMISSION

Practical Legal Training Supervised Legal Training

COURSE DETAILS (IF APPLICABLE)

Name of education institution
Name of course

TYPE OF COURSE

Practical Legal Training
 Other (please specify)

Course commencement date	Anticipated course completion date
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Student Number

TYPE OF STUDY

Part-time Full-time

MORE DETAILS OVER ...

PLEASE INDICATE YOUR PRIMARY INTEREST IN BECOMING AN LIV MEMBER? (PLEASE RANK IN ORDER FROM 1–3)

- Access to information that supports you in your work
- Professional development
- Participation in lobbying and advocacy
- To be kept informed of issues in the legal profession
- Networking opportunities
- Practice management resources and support
- Career development and mentoring
- Professional excellence and ethical standards
- Community involvement and pro-bono opportunities

SECTIONS

Joining a Practice Section ensures you receive tailored news and information, and provides you with opportunities to participate in law reform and advocacy.

PRACTICE SECTIONS

- Administrative Law & Human Rights
- Criminal Law
- Later Lawyers' Network
- Workplace Relations
- Collaborative Practice
- Elder Law
- Litigation Lawyers
- Young Lawyers
- Commercial Law
- Family Law
- Property & Environmental Law
- Cost Law
- Government Lawyers
- Succession Law

LIV MEMBERSHIP TERMS AND CONDITIONS

1. By applying for/renewing my LIV membership I confirm I have read and consent to the terms of the LIV Privacy Policy and the Privacy Notice, as amended from time to time.
2. I will not transfer my LIV membership and associated benefits to any other person.
3. I will comply with the LIV Constitution, LIV Committee and Section by-laws, the *Legal Profession Uniform Law Application Act 2014 (Vic.)*, the *Legal Profession Uniform General Rules 2015*, the *Legal Profession Uniform Law Australian Solicitors' Conduct Rules 2015*, the *Legal Profession Uniform Legal Practice (Solicitors) Rules 2015* and the *Legal Profession Uniform Continuing Professional Development (Solicitors) Rules 2015*.
4. Should I wish to resign my membership, I agree to signify my intention in writing and shall pay all liabilities owed by me to the LIV before such resignation shall become effective.

DECLARATION

- I confirm that I understand and agree to abide by the Terms and Conditions of Membership contained in the Membership Application (see above) and that the information and particulars provided by me in relation to my membership are complete, accurate and up to date.

Signature _____

PAYMENT/TAX INVOICE ABN 32 075 475 731

Total amount payable \$ 190

Upon payment this form constitutes a tax invoice for GST. Please retain a copy for your records.

CREDIT CARD Amex Visa Mastercard Diners Club

Card number Expiry date / CCV

Name on card _____

Signature of cardholder _____

CREDIT CARD SECURITY POLICY: THE LIV CANNOT ACCEPT CREDIT CARD INFORMATION VIA EMAIL DUE TO CREDIT CARD SECURITY REQUIREMENTS.

* For the purposes of the LIV Constitution the membership category, Affiliate member, is defined as an Associate member as outlined in cl. 3.1(2) and is consistent with the LIV membership model.

PRIVACY NOTICE:

The Law Institute of Victoria (LIV, we, us or our) respects your privacy. We will treat the Personal Information you provide on this form in accordance with our Privacy Policy and our obligations under the Australian Privacy Principles (APPs), as set out in the *Privacy Act 1988* (Cth) (Privacy Act).

What is 'Personal Information'?

'Personal Information' is defined in the Privacy Act as information or opinion about an individual or an individual who is reasonably identifiable.

How do we collect Personal Information?

We generally collect your Personal Information directly from you. However, in some cases, we may receive your Personal Information from a third party and when it is relevant to our statutory responsibilities (for instance regulators who have dealt with you).

Why do we collect Personal Information?

Personal Information collected by us from this form will be used to process your membership application or renewal, and for purposes which are related to your membership. This includes:

- fulfilling our functions and responsibilities under, and facilitating compliance with, the *Legal Profession Uniform Law Application Act 2014*, the *Corporations Act 2001* (Cth) and associated regulations (which require and authorise us to collect certain information), including maintaining regulatory, corporate and membership records;
- communicating with you to offer events, products and services, and delivering these to you; and
- for conducting research and providing public representation.

If you do not provide the Personal Information requested, we may not be able to process your membership application or renewal.

Who do we usually disclose your Personal Information to?

Unless you tell us otherwise, in writing, your Personal Information may be disclosed to:

- the public for the LIV Find a Lawyer Legal Referral Service (if you have previously told us that you want to participate in this service);
- entities distributing information relevant to you as a legal practitioner or member, such as the Legal Practitioners' Liability Committee;
- advisors, contractors, agents and other service providers to the LIV (strictly on the basis that the information is to be used only for providing services to the LIV and must not be disclosed);
- Australian regulators and government entities (such as the Victorian Legal Services Board + Commissioner, the Legal Services Council) and overseas regulators;
- organisations that represent the legal profession such as the Law Council of Australia, and regional and suburban Law Associations; and
- relevant authorities where required or authorised by law.

If you practise in a foreign country we may send your Personal Information overseas in response to an inquiry from the relevant authority in that place.

How do you access and correct your Personal Information?

Our Privacy Policy is available at liv.asn.au/About/Privacy-Policy and contains information about how you may access and seek correction of your Personal Information, make a privacy complaint and our complaint handling process.

How to contact us

Any queries about this Personal Information Collection Notice or our Privacy Policy should be directed to:

Membership

Law Institute of Victoria
Level 13, 140 William Street, Melbourne VIC 3000
T 03 9607 9470 E membership@liv.asn.au

You may also change your privacy preferences by logging in to MyLIV at liv.asn.au/My-LIV or by contacting Membership.

Law Institute of Victoria Limited (ABN 32 075 475 731)