

Application for review of a decision of a Standards Committee



LEGAL COMPLAINTS REVIEW OFFICER

Sections 193-198, Lawyers and Conveyancers Act 2006

When to use this form

Use this form to apply to the Legal Complaints Review Officer (LCRO) for a review of a decision of a Standards Committee.

What you need with your application

To complete your application, you need to send:

- A fully completed form
- The filing fee of \$50

Completing this form

- You can fill this form in electronically. If you do this, you must print, sign, and submit it to the Tribunal.
- You can also print and fill this form by hand. Use a black or blue pen, and print clearly.
- Answer every question on the form unless the instructions tell you otherwise.

Payment information

The fee for filing an application is \$50.

To confirm how you pay the application fee, please visit the Ministry of Justice website:

www.justice.govt.nz/tribunals/lawyers-and-conveyancers/lcro/apply/

If you need further assistance, then please contact the Tribunal on:

Ph: 0800 367 6838

Email: LCRO@justice.govt.nz

Application fees are non-refundable.

Important information

You cannot lodge an application for a review of a decision unless the matter has been considered by a Standards Committee, and an order, decision, determination or direction has been made.

You have **30 working days** from the date of the Standards Committee decision to file your application and payment with the LCRO.

If you authorise another person to represent you in Step 3 of this form, all communications in relation to this application will be sent to both you and your representative.

The LCRO cannot provide legal advice in relation to your application.

For any further information about the Legal Complaints Review Officer please visit

<https://www.justice.govt.nz/tribunals/lawyers-and-conveyancers/lcro/>

Step 1. Give us your details

If you are an Individual provide the full names below.

Full name First Surname/Family name

If you are an Organisation provide the name and contact person below.

Organisation name

Contact person

What is your residential or business address?

Address No. Street Suburb
 City Post code

Do you have a different postal address? (Please tick to confirm)

Yes No

If yes, please provide us your postal address

Address No. Street Suburb
 City Post code

Phone Day Mobile

Email

I consent to email being my preferred contact option for my review Yes No

Step 2. Tell us about the details of other parties involved

The other/additional parties or respondents are other persons involved in the complaint, e.g., the practitioner.

Other party

Full name First Surname/Family name

Or if you know the Organisation provide the name and contact person below.

Organisation name

Contact person

What is their address for service?

Address No. Street Suburb
 City Post code

Phone Day Mobile

Email

Additional party (if applicable)

Full name First _____ Surname/Family name _____

Or if you know the Organisation provide the name and contact person below.

Organisation name _____

Contact person _____

What is their address for service?

Address No. _____ Street _____ Suburb _____
City _____ Post code _____

Phone Day _____ Mobile _____

Email _____

Step 3. Tell us your representative's details

Complete if you want someone to act on your behalf.

All correspondence will be sent to both you and your representative.

I authorise the following person to represent me:

Full name First _____ Surname/Family name _____

Firm name (if applicable) _____

Is your representative a lawyer? (Please tick to confirm)

Yes No

What is their postal address? (This must be a physical New Zealand address)

Address No. _____ Street _____ Suburb _____
City _____ Post code _____

Phone Day _____ Mobile _____

Email _____

Step 4. Tell us the section under which this application is lodged

This application is lodged in accordance with the Lawyers and Conveyancers Act 2006 and in relation to a decision or action of a Standards Committee under the provision identified below.

The applicant is eligible to lodge this application under: (please tick one)

- Review in relation to a decision on a complaint (section 194)
- Review in relation to an inquiry (section 195)
- Review of exercise of power to intervene (section 196)
- Review of exercise of functions or powers other than those in sections 194 to 196 (section 197)

AND

The applicant is: (please tick one)

- The complainant
- The person against whom the complaint/inquiry was made
- A person or body related to the person against whom the complaint/inquiry was made
- The New Zealand Law Society
- The New Zealand Society of Conveyancers
- A practitioner or former practitioner who is directly affected by the Standards Committee's action
- A person or body related to a practitioner or former practitioner directly affected by the Standards Committee's action
- An incorporated firm or former incorporated firm directly affected by the Standards Committee's action
- A banker on whom a notice under section 164(1) was served
- A person on whom a notice under section 170 was served
- A person who has the leave of the New Zealand Law Society or New Zealand Society of Conveyancers to apply and written evidence of that authority is enclosed.

Step 5. Tell us about the decision details to be reviewed

Which Standards Committee dealt with this matter? (refer to the decision)

Standards Committee _____

What is the date of the Standard Committee decision?

Decision date ____ / ____ / ____ (day/month/year)

Step 7. Tell us the outcome you are seeking

If you need more space, please attach a separate sheet.

Step 8. Sign and date this form

Applicant signature

Date

Step 9. Do a quick check

Before sending in this form – check:

You have answered every question



You have attached a copy of the written notice of determination issued by the Standards Committee



You have attached a list and copies of documents that may assist the LCRO in considering your application (**Do not include documents previously supplied to the Complaints Services as the LCRO will obtain a copy of that file**)

You have signed and dated this form

You have paid the fee

Step 10. Send in this form

You can email this form to LCRO@justice.govt.nz

You can also post it to to:

Legal Complaints Review Officer
EX 11086
Auckland
New Zealand

Address: Level 6, Auckland District Court, 69 Albert Street, Auckland 1010
Phone: 64 9 356 5657 or 0800 367 6838
Email: LCRO@justice.govt.nz
Website: <https://www.justice.govt.nz/tribunals/lawyers-and-conveyancers/lcro/>