



Docex 50, Pretoria
Proforum Building,
123 Paul Kruger Street,
PRETORIA, 0002

**THE LAW SOCIETY OF THE
NORTHERN PROVINCES**

PO Box 1493
PRETORIA, 0001
Tel: 012 338 5800
Fax: 012 325 5877
E-mail: proforum@lsnp.org.za

[Please quote our reference number at all times]

PLEASE COMPLETE THE DOCUMENT IN PRINT OR TYPING

1. Full name & surname: _____
Identity number: _____
2. Home address: _____

Telephone number: (____) _____
3. Postal address: _____

4. Employer: _____
Work address: _____

5. Telephone number: (____) _____

Please note that it is your duty to inform the Law Society of the Northern Provinces of any change in your address or particulars after the lodging of this complaint.

6. What is the name and surname of the attorney who attended to your matter?

6.1 Where is the attorney practising?

6.2 What is the name of the firm of attorneys against whom you wish to lodge a complaint?

7. When was your first consultation with the attorney?

8. Why did you go to the attorney?

9. What did you ask the attorney to do for you? What were your instructions to her/him?

10(a) Did the attorney advise you how much the matter for which you gave her/him instructions would cost?

10(b) If yes, what was the amount? R _____

11(a) Did you pay the attorney a deposit?

11(b) If yes, how much? R _____

12(a) Did you make further payments after your initial deposit?

12(b) If yes, when and how much?

DATE:

AMOUNT:

TOTAL: R _____

13. Did the attorney send you any letters since your instructions to him/her? (If you are in possession of correspondence, please enclose with this document.)

14. Please state point by point why are you unhappy with the attorney? In what way did he fail to do the work you expected him to do?

(Please note that this document will be furnished to the attorney. You are requested not to make any defamatory allegations against the attorney, as you could expose yourself to a civil claim for damages by the attorney.)

15. Are you involved in litigation against the attorney at present? If so, how far has the matter progressed? Please take note of the provisions of Section 71(4) of the Attorneys Act:

71. “Enquiry by council into alleged cases of unprofessional or dishonourable or unworthy conduct:

(4) A council conducting an enquiry in terms of this section may, if the conduct enquired into forms or is likely to form the subject of criminal or civil proceedings in a court of law, postpone the enquiry until such proceedings have been determined.”

PLEASE READ THE FOLLOWING:

This complaint initiates disciplinary steps and the procedure is aimed at disciplinary action against the attorney. If your complaint is founded on reimbursement of monies or the debatement of an account, the Law Society of the Northern Provinces will not attend to your complaint. Please note that the Law Society of the Northern Provinces as well as Council does not have the power to:

- 1. order the attorney to reimburse you; or**
- 2. pay any damages to you.**

16. What do you expect from the Law Society?

The undermentioned must be completed and signed before a Commissioner of Oaths. If you fail to comply with this, the Law Society of the Northern Provinces will not be able to entertain your complaint. Examples of a Commissioner of Oaths are an Attorney, Bank Manager, Post Master, Police Official.

SIGNATURE

I hereby certify that the deponent states that he/she understands the contents of the declaration and to the best of his/her knowledge is the truth, which declaration is signed and sworn to me at _____ on this _____ day of _____ and that the provisions as set in Government Notice No R1648 of August 1977, as amended, have been complied with.

COMMISSIONER OF OATHS

FULL NAME:

IN MY CAPACITY AS:

DISTRICT: