



**EX-GRATIA REFUND APPLICATION IN RESPECT OF THE
UN-EXPIRED PORTION OF A PRACTISING CERTIFICATE**

Only the solicitor to whom the practising certificate has issued is entitled to apply for an ex-gratia refund.

Name of solicitor: _____ Roll no.: _____
Address: _____

I _____ confirm that I will not practise as a solicitor within this jurisdiction for the remainder the current practice year _____.

I confirm that I am aware that, by surrendering my practising certificate, I will not be entitled to apply for another practising certificate in this jurisdiction for the remainder of the current practice year _____.

I confirm it is in order to issue the ex-gratia refund in respect of the un-expired portion of my practising certificate for _____ made payable to: _____

The payee's bank details should be emailed directly to our Finance Department at pcrefund@lawsociety.ie. Please insert 'Ex-gratia refund 2022 – your name, solicitor number' in the subject title of your email to pcrefund@lawsociety.ie

I confirm I ceased in practise due to _____ [please specify e.g. termination of employment, career break, maternity leave etc] with the above firm on _____, being the date on which I surrender my practising certificate.

I return herewith my original practising certificate in respect of the ex-gratia refund.

Signed: _____ Date: _____

N.B. The Society is unable to issue an ex-gratia refund unless the original practising certificate which issued is returned. In addition solicitors should note that the Society is unable to refund the LSRA levy.

All queries should be directed to pc@lawsociety.ie