

**Application Form**

*(Please complete all sections of this form. Your information will be kept confidential and used solely for onboarding purposes)*

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**1. Professional Information**

- **Registered Law Firm Name:** \_\_\_\_\_
- **Telephone Number:** \_\_\_\_\_
- **Postal Address:** \_\_\_\_\_
- **Residential Address:** \_\_\_\_\_
- **Email Address:** \_\_\_\_\_
- **Specializations/Areas of Practice** *(fill in the below table):*

S/N	Specializations/Areas of Practice

- **Number of partners:** [   ]  
*(include the number of partners in the box above and fill in the details in the table below)*



S/N	FULL NAME	ADMISSION ROLL NUMBER

- **Number of associates:** [    ]  
(include the number of associates in the box above and fill in the details in the table below)

S/N	FULL NAME	ADMISSION ROLL NUMBER

- **Number of administrative staff:** [    ]  
(include the total number of staff in the box above)

## 2. Company Profile

(attach the Company profile that includes transaction history/matters and the respective clients/entities that the firm has worked for)

## 3. Documents Required

(attach certified copies)

- Admission Certificate for each lawyer
- Practicing Certificate for each lawyer
- Notary Certificate for each lawyer
- Business License
- Certificate of Registration
- Tax Clearance Certificate
- Tax Identification Number (TIN) Certificate
- Professional Insurance Cover
- Declaration of No Conflict of Interest



**4. Additional Information**  
(attach)

- **Any Other Relevant Information (if any)**
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**5. Acknowledgements and Signatures**

- I confirm that the information provided herein above is up-to-date, accurate and complete to the best of my knowledge.

Dated and signed at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ 202\_\_

\_\_\_\_\_  
**PARTNER**

For and on behalf of \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

**BEFORE ME:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Designation: **NOTARY PUBLIC**

Date: \_\_\_\_\_

