

QLTR

Experience Evidence Form

Application for recognition of experience under Regulations 6, 10 and 11 of the Qualified Lawyers Transfer Regulations

The Solicitors Regulation Authority (SRA) was established by the Law Society in January 2007 to regulate solicitors admitted in England and Wales (E & W). It is independent and regulates in the public interest. The SRA deals with all regulatory and disciplinary matters. We set, monitor and enforce standards for solicitors admitted in E & W.

If you need assistance completing this form, please telephone the Contact Centre on 0870 606 2555 or e-mail the contactcentre@sra.org.uk. Our lines are open from 09.00 to 17.00, Monday to Friday. If you are calling from overseas, please call +44 (0) 1527 504450. Please note calls may be monitored and recorded for training purposes.

How to use this form:

Information on this form will support the information the applicant has given in Section 5 (Professional training, practice and summary of experience) of their QLTR Application Form.

Before completing this form, applicants should read the document 'Completing the application to transfer under the Qualified Lawyers Transfer Regulations 1990'

Applicants should submit a QLTR Experience Evidence Form from each organisation in which they obtained experience. The QLTR Experience Evidence Form(s) should be submitted with their QLTR Application Form.

This form should be completed and signed by the applicant and the supervisor at the organisation where experience has been gained.

Step 1: Sections 1 and 2 should be completed by the applicant.

Step 2: Sections 3 and 4 should be completed by the supervisor at the organisation where the experience was gained.

Once the supervisor has completed sections 3 and 4 of the form and signed the form, they should attach a covering letter on the organisation's letter headed paper.

For alternative formats, email contactcentre@sra.org.uk or telephone 0870 606 2555.

The applicant should submit this form with their transfer application (QLTR Application form) to the following address:

Caseworking and Applications Unit, Solicitors Regulation Authority, Ipsley Court, Berrington Close, Redditch, Worcs, B98 0TD, United Kingdom or DX19114 Redditch

Section 1 - Applicant's details (to be completed by the applicant)

Name	
Address	
Telephone number	
SRA number	

Section 2 - Details of previous experience (to be completed by the applicant)

Name and address of organisation where experience gained	
Type of organisation (i.e. Law Firm, Law Centre, Government Organisation, Commerce and Industry etc.)	
Name of Supervisor	
Dates of applicant's employment with organisation (please include dd/mm/yy)	
Full time or Part time (if part time, please specify hours worked)	
Job Title when at the organisation	
Applicant's signature	
Date	

Section 3 - Applicant's experience (to be completed by the Supervisor at the organisation where the experience was gained)

Please confirm the applicant's employment	
Start date (dd/mm/yy)	
End date (dd/mm/yy)	
Applicant's job title	
Full time or part time (if part time, please specify number of hours worked)	
How often did you have face-to-face contact with the applicant during the period of experience?	

Please provide details of each area of law in which the applicant has gained experience.	
Area of law	
Length of time practising this area of law	
Type of work undertaken (please provide examples where possible)	
With reference to this area of law, please state an approximate length of time the applicant has spent undertaking contentious work	
Please provide examples of the type of contentious work the applicant has undertaken	
What amount of the experience was practising the law of England and Wales?	
What amount of the experience was gained in common law?	

Please provide details of each area of law in which the applicant has gained experience.

Area of law

Length of time practising this area of law

Type of work undertaken (please provide examples where possible)

With reference to this area of law, please state an approximate length of time the applicant has spent undertaking contentious work

Please provide examples of the type of contentious work the applicant has undertaken

What amount of the experience was practising the law of England and Wales?

What amount of the experience was gained in common law?

Please provide details of each area of law in which the applicant has gained experience.

Area of law

Length of time practising this area of law

Type of work undertaken (please provide examples where possible)

With reference to this area of law, please state an approximate length of time the applicant has spent undertaking contentious work

Please provide examples of the type of contentious work the applicant has undertaken

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Area of law

Length of time practising this area of law

Type of work undertaken (please provide examples where possible)

With reference to this area of law, please state an approximate length of time the applicant has spent undertaking contentious work

Please provide examples of the type of contentious work the applicant has undertaken

What amount of the experience was practising the law of England and Wales?

What amount of the experience was gained in common law?

Please include any other comments in support of this application

Section 4 - Supervisor's details (to be completed by the supervisor)

Name of Supervisor	
Position in Organisation	
Jurisdiction(s) in which admitted to practise and date(s) of admission (if applicable)	
Signature	
SRA roll number (where applicable)	
Date	