

**Contact Information**

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_ Last Name: \_\_\_\_\_

Email Address: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Office Number: \_\_\_\_\_ Ext.: \_\_\_\_\_ Cell Number: \_\_\_\_\_

 Preferred Method of Contact:    Email     Office     Cell     Mail     Fax     Any 
**Firm Information**

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

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Primary Courthouse Location:** \_\_\_\_\_

**Branch Office/Alternate/Secondary Courthouse Location** *(if applicable)*

 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Specialized Areas of Law** *(select all that apply)*

<b>Criminal Standard</b>		Adult
		Youth
<b>Criminal Appeal</b>		Adult
		Youth
<b>Family</b>		
<b>Family Appeal</b>		
<b>Child Welfare</b>		
<b>Child Welfare Appeal</b>		
<b>Civil</b>		Adult Guardianship and Trusteeship
		Bankruptcy/Debt
		Employment Law
		General Litigation

	Income Support
	Mental Health
	Residential Tenancies
	Workers Compensation
<b>Civil Appeal</b>	Adult Guardianship and Trusteeship
	Bankruptcy/Debt
	Employment Law
	General Litigation
	Income Support
	Mental Health
	Residential Tenancies
	Workers Compensation
<b>Immigration</b>	Detention Hearings
	DFN Reviews
	Refugee Claim
<b>Immigration Appeal</b>	Detention Hearings
	DFN Reviews
	Judicial Reviews
	Ministerial Appeals
	Refugee Appeal
	Refugee Claim
	Removal Appeals

**Specialties/Constraints** *(select all that apply)*

Area	Specialty	Constraint
Child Pornography		
Child Representation		
Divorce Act		
Drug Offences		
FASD		
Firearms		
Level 2 Criminal Charges		
Level 2.5 Criminal Charges		
Level 3 Criminal Charges		
Sexual Assault		

**Duty Counsel** *(Check only the locations that you will accept Duty Counsel assignments for)*

Name	Specialization	Area of Law
Alberta Review Board Hearings	Adult	Criminal
Alberta Review Board Hearings	Youth	Criminal
Bail Hearing	Adult	Criminal
Criminal Court	Adult	Criminal
Criminal Court	Youth	Criminal
Drug Treatment Court	Adult	Criminal
Emergency Protection Orders - Provincial Court Applications	N/A	Family
Emergency Protection Orders - Review/Confirmation Hearings	N/A	Family
Institutional Disciplinary Hearings	Youth	Criminal
Institutional Disciplinary Hearings	Adult	Criminal
Mental Health Review Panel Hearings	Mental Health	Civil
Mills/O'Connor Applications	Youth	Criminal
Mills/O'Connor Applications	Adult	Criminal
Protection Against Children Abusing Drugs	N/A	Family
Provincial Court – Child Welfare	N/A	Child Welfare
Provincial Court – Family	N/A	Family
Queens Bench - Family	N/A	Family
Section 276/278.94 Hearing – Complainant Previous Sexual History	Adult	Criminal
Section 276/278.94 Hearing - Complainant Previous Sexual History	Youth	Criminal
Section 278.1 to 278.9 - Production of Record to an Accused	Youth	Criminal
Section 278.1 to 278.9 – Production of Record to an Accused	Adult	Criminal
Section 486.3 – Counsel for Cross-examination	Youth	Criminal
Section 486.3 – Counsel for Cross-examination	Adult	Criminal
Section 672.24 – Fitness Hearing	Youth	Criminal
Section 672.24 – Fitness Hearing	Adult	Criminal

**Preferred Court Locations** *(select only the locations that you will accept files in)*

<b>Jurisdiction</b>	<b>Service Location</b>	<b>Without Travel</b>	<b>With Travel</b>	<b>Not Interested</b>
<b>British Columbia</b>	Immigration Appeal Division (IAD)			
<b>Calgary</b>	Calgary Foothills Hospital			
<b>Calgary</b>	Calgary Correctional Centre			
<b>Calgary</b>	Calgary Forensic			
<b>Calgary</b>	Calgary South Health Campus			
<b>Calgary</b>	Calgary Northeast Mental Health Clinic			
<b>Calgary</b>	Calgary Rockyview General Hospital			
<b>Calgary</b>	Drumheller Institution			
<b>Calgary</b>	Calgary Remand Centre			
<b>Calgary</b>	Turner Valley			
<b>Calgary</b>	Tsuu Tina Nations			
<b>Calgary</b>	Airdrie			
<b>Calgary</b>	Canmore			
<b>Calgary</b>	Cochrane			
<b>Calgary</b>	Siksika Nation			
<b>Calgary</b>	Hanna			
<b>Calgary</b>	Okotoks			
<b>Calgary</b>	Strathmore			
<b>Calgary</b>	Peter Lougheed Hospital Calgary			
<b>Calgary</b>	Calgary			
<b>Calgary</b>	Southern Alberta Forensic Psychiatry Centre			
<b>Calgary</b>	Drumheller			
<b>Calgary</b>	Sheldon M. Chumir Health Centre			
<b>Edmonton</b>	Edmonton			
<b>Edmonton</b>	Edmonton Institution			
<b>Edmonton</b>	Edmonton Institution for Women			
<b>Edmonton</b>	Edmonton Remand Centre			
<b>Edmonton</b>	University of Alberta Hospital Edmonton			
<b>Edmonton</b>	Morinville			
<b>Edmonton</b>	St. Albert			
<b>Edmonton</b>	Stony Plain			
<b>Edmonton</b>	Fort Saskatchewan			
<b>Edmonton</b>	Alberta Hospital Edmonton			
<b>Edmonton</b>	Sherwood Park			
<b>Edmonton</b>	Grey Nuns Hospital			
<b>Fort McMurray</b>	Fort Chipewyan			
<b>Fort McMurray</b>	Fort McMurray			

<b>Jurisdiction</b>	<b>Service Location</b>	<b>Without Travel</b>	<b>With Travel</b>	<b>Not Interested</b>
<b>Grande Prairie</b>	Fox Creek			
<b>Grande Prairie</b>	Valleyview			
<b>Grande Prairie</b>	Grande Prairie			
<b>Grande Prairie</b>	Queen Elizabeth Hospital			
<b>Lethbridge</b>	Claresholm			
<b>Lethbridge</b>	Lethbridge Correctional Centre			
<b>Lethbridge</b>	Lethbridge			
<b>Lethbridge</b>	Fort Macleod			
<b>Lethbridge</b>	Cardston			
<b>Lethbridge</b>	Taber			
<b>Lethbridge</b>	Pincher Creek			
<b>Medicine Hat</b>	Medicine Hat Regional Hospital			
<b>Medicine Hat</b>	Medicine Hat			
<b>Medicine Hat</b>	Brooks			
<b>Medicine Hat</b>	Bassano Hospital			
<b>Ontario</b>	Supreme Court of Canada			
<b>Peace River</b>	Peace River Correctional Center			
<b>Peace River</b>	Chateh			
<b>Peace River</b>	Wabasca-Desmarais			
<b>Peace River</b>	High Prairie			
<b>Peace River</b>	Slave Lake			
<b>Peace River</b>	Peace River			
<b>Peace River</b>	Fairview			
<b>Peace River</b>	High Level			
<b>Peace River</b>	Fort Vermilion			
<b>Peace River</b>	Falher			
<b>Peace River</b>	Red Earth Creek			
<b>Red Deer</b>	Red Deer Remand Centre			
<b>Red Deer</b>	Red Deer Lodge			
<b>Red Deer</b>	Red Deer			
<b>Red Deer</b>	Rocky Mountain House			
<b>Red Deer</b>	Didsbury			
<b>Red Deer</b>	Rimbey			
<b>Red Deer</b>	Stettler			
<b>Red Deer</b>	Coronation			
<b>Red Deer</b>	Bowden Institution			
<b>St. Paul</b>	Lac La Biche			
<b>St. Paul</b>	St. Paul			
<b>St. Paul</b>	Cold Lake			

Jurisdiction	Service Location	Without Travel	With Travel	Not Interested
St. Paul	Lloydminster			
St. Paul	Vegreville			
St. Paul	Bonnyville			
St. Paul	Wainwright			
St. Paul	Vermilion			
St. Paul	Athabasca			
St. Paul	Boyle			
St. Paul	St. Therese - St. Paul Healthcare Centre			
Wetaskiwin	Leduc			
Wetaskiwin	Killam			
Wetaskiwin	Camrose			
Wetaskiwin	Ponoka			
Wetaskiwin	Drayton Valley			
Wetaskiwin	Breton			
Wetaskiwin	Wetaskiwin			
Whitecourt	Barrhead			
Whitecourt	Hinton			
Whitecourt	Grande Cache			
Whitecourt	Mayerthorpe			
Whitecourt	Westlock			
Whitecourt	Glenevis			
Whitecourt	Edson			
Whitecourt	Whitecourt			
Whitecourt	Evansburg			
Whitecourt	Jasper			

Banking Information
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Please log into your Lawyer Portal to ensure that your banking information is up-to-date. You will **not** receive payment for any invoicing submitted if this is not populated or the information is incorrect.

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date (dd/mm/yyyy)