**External Associate Process**

1. [Rules-of-Membership](https://www.lawlibrary.ie/app/uploads/securepdfs/2023/05/Rules-of-Membership-April-2023.pdf) (Rule 19)
2. External Associate information, including terms and conditions
3. Application Form

Notes:

1. External Association does not confer a **Right of Audience** before the Irish Courts.

NB - If a barrister from another jurisdiction wishes to appear in an Irish Court, full time membership of another bar is a requirement.   The Bar of Ireland has no role in relation to the appearance of counsel from another jurisdiction in Irish Courts.  Such appearance is a matter for the Registrar of the Court in question.  The appearance of a barrister from another jurisdiction in an Irish Court is governed by the Practice Direction issued by the Chief Justice in May 2006 in relation to the implementation of the European Communities (Freedom to Provide Services) (Lawyers) Regulations.  (please see link below).

Court Practice Direction information can be found on Court Services website [www.courts.ie](http://www.courts.ie)

The normal practice would be for the Irish Solicitor/Barrister to introduce the visiting counsel to the Court at the time of the hearing.

1. Registration with the LSRA on the Roll of Practising Barristers

It is a legal requirement to register on the Roll of Practising Barristers with the LSRA if you have been called to the Irish Bar or are Registered as an EU Registered Lawyer and wish to provide legal services in the Republic of Ireland. (See [www.lsra.ie](http://www.lsra.ie))

1. **Rule 19 of Rules of Membership**

19. The Library Committee shall have the power to allow members of another Bar to access occasional use of the facilities the Law Library under “External Association”.

The Library Committee shall be enabled to prescribe the terms and conditions for the application procedure and terms and conditions of the usage.

Such Association may only be granted to persons in full time practice as member of a bar in another jurisdiction. The Library Committee shall be entitled to call for such evidence as it may determine by way of proof of such full-time external practice and for evidence of good standing and compliance with the membership requirements of the foreign bar in question.

External Association shall entitle the applicant to use of the facilities of the Law Library to such extent as may be determined from time to time at the discretion of the Library Committee and which must be notified to the Committee in writing with 14 day notice stating case and approximate case duration.

The Library Committee shall be empowered to revoke such association should it appear to the Committee at any time that an external associate shall have ceased full time practice or membership of the relevant foreign bar or should it appear that an external associate is conducting full time practice in this jurisdiction from the premises of the Law Library.

External Association does not confer services afforded to full members and External Associates are not regulated by The Bar of Ireland.

[Rules-of-Membership](https://www.lawlibrary.ie/app/uploads/securepdfs/2023/05/Rules-of-Membership-April-2023.pdf)

1. **External Associate Terms & Conditions**

The following are the terms and conditions to administer the grant of External Association.

* The Bar of Ireland will require all applicants to submit fully completed application forms, including full support documentation and payment a minimum of 14 days prior to the commencement date of required access to facilities.
* All applications must identify a current member of the law library who will propose the application for admission as an external associate for the approved period of required access. The proposer will act as liaison to the associate for the duration of the term of association.
* All applications for External Association and the temporary access it confers must be considered for approval by the Library Committee. In exceptional circumstances, applications can be considered by the Library Committee Chair, subject to subsequent notification to and approval by the Library Committee
* In the application form, applicants must provide details of the case, the expected duration of case and confirm the start and end dates of the required access.
* External Associates must commit to uphold the core values of The Bar of Ireland - Professionalism, Accountability, Efficiency, Effectiveness and Transparency.
* External Associates must agree to operate within the parameters of the independent referral Bar acting independently and objectively with expertise, integrity and professionalism
* External Associates will not be listed on our Website or Diary.
* External Associates will not be included in email contacts for member communications – a separate communications list may be maintained.
* External Associates will not be subject to Regulation by Bar of Ireland (Code of Conduct / CPD / Etc) but **must be a member of an Independent Referral Bar practicing as a self-employed Barrister, regulated in an external jurisdiction**.
* External Associates will not appear in or receive The Bar of Ireland Diary.
* The Bar of Ireland do not assist with the process Criminal/Civil legal Aid etc. for External Associates on the basis that we can only assist those members whom the Bar Council regulate (i.e.) members of the Law Library, who are governed by our code of conduct and rules of membership.
* The Bar of Ireland will not issue practising certificates for External Associates.
* The Bar of Ireland will not issue Certificates of Good Standing for External Associates on the basis that we can only assist those members whom the Bar Council regulate (i.e.) members of the Law Library, who are governed by our code of conduct and rules of membership
* The Bar of Ireland require proof of professional indemnity insurance to accompany application forms.
* The Bar of Ireland require proof of Registration on the Roll of Practising Barristers with the Legal Services Regulatory Authority (LSRA) where an applicant has been called to the Irish Bar or is registered as an EU registered Lawyer.
* Maximum Period of Access  
    
  The maximum period of access for any single application is 4 consecutive weeks. This is subject to review at the discretion of the Library Committee.
* External Association Fees  
    
  Cost is dependent on duration of usage, set at the discretion of the Library Committee.  
  + Minimum rate of €240 per application (Covers up to 3 days access)
  + Daily rate €80 (per day or part thereof following initial 3-day period)
  + All fees due must be paid in advance
  + No Refunds
* Definition of use of “Law Library Facilities”

External Associates will be entitled to enter The Bar of Ireland managed locations with their member liaison. Membership services are only accessible to Associates with the assistance of their member liaison.

Contact Details:

For enquiries or applications please contact Member Relations at [member.relations@lawlibrary.ie](mailto:member.relations@lawlibrary.ie)

(3) **Application form**

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|  |  |  | **APPLICATION to avail of EXTERNAL ASSOCIATE facility** | | | | | | | |
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| **Personal Details:** | |  | Name: |  |  |  |  |  |  |  |
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| **Educational Record:** | | |  | University(s) Attended and Degree(s) obtained: | | | | | |  |
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|  |  |  |  | Post Graduate Qualifications (other than Kings Inns): | | | | | |  |
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| **Details of Membership of Other Bars:** | | | |  |  |  |  |  |  |  |
| Are you a full member of another Independent Referral Bar? | | | | | | Yes |  |  | No |  |
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| If Yes, please give details: | | |  |  |  |  |  |  |  |  |
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| Date and Term of Call: | |  |  |  | | |  |  |  |  |
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| Date of Commencement: | | |  |  |  |  |  |  |  |  |
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| Address of Chambers/Law Library: | | | |  |  |  |  |  |  |  |
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| Have you been called to the Irish Bar? | | | |  |  | Yes |  |  | No |  |
| Have you registered as an EU Registered Lawyer in Ireland? | | | |  |  | Yes |  |  | No |  |
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| If Yes, please state Date and Term of Call: | | | |  | | |  |  |  |  |
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| Note: If you are called to the Irish Bar or registered as an EU Registered Lawyer in the Republic of Ireland and you are providing legal services in Ireland you are required to register with the LSRA on the Roll of Practising Barrister (www.LSRA.ie)  Have you been admitted to the Roll of Solicitors in this or another jurisdiction? | | | | | | | |  |  |  |
|  |  |  |  |  |  | Yes |  |  | No |  |
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| If Yes, please give details of date of admission, and work record where applicable: | | | | | | | |  |  |  |
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| Have you applied to, or been struck off the Roll of Solicitors in this or another jurisdiction? | | | | | | | | |  |  |
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| **Duration of Usage** | |  |  |  |  |  |  |  |  |  |
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| Case Name/Reference: | | |  |  |  |  |  |  |  |  |
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| Estimated Length of Case: | | |  |  |  |  |  |  |  |  |
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| Start Date |  |  |  |  |  | End Date\* | |  |  |  |
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|  | \* Please provide written confirmation when case finishes. | | | | | |  |  |  |  |
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| **Approval by Current Member of The Bar of Ireland** | | | | |  |  |  |  |  |  |
| Member Approving/Proposing: | | | |  |  |  |  |  |  |  |
| Signature of Proposing Member: | | | |  |  |  |  |  |  |  |
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| **Employments (other than arising from above):** | | | | |  |  |  |  |  |  |
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| Advisory Positions: | |  |  |  |  |  |  |  |  |  |
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| ***NOTE:*** |  |  |  |  |  |  |  |  |  |  |
|  | ***APPLICATIONS WILL NOT BE PROCESSED WITHOUT***   * ***A CERTIFIED COPY OF CERTIFICATE OF GOOD STANDING,*** * ***A CERTIFIED COPY OF PRACTISING CERTIFICATE,*** * ***A CERTIFIED COPY OF PII POLICY SHOWING COVERAGE IN THE REPUBLIC OF IRELAND\****   \*PII Note: LSRA Regulation S.I. Number 572, provides that barristers practising in Ireland (including those based in Other Jurisdictions and working in Ireland intermittently) must now purchase professional indemnity insurance from an insurer *“…licensed and authorised to transact business in Ireland”* (Part IV paragraph 9). [http://www.irishstatutebook.ie/eli/2019/si/572/made/en/print](https://eur03.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.irishstatutebook.ie%2Feli%2F2019%2Fsi%2F572%2Fmade%2Fen%2Fprint&data=02%7C01%7C%7C6fff9ca072f24e05beeb08d79a7971c6%7Cf5f1eeaa96d047c296dcf9c7d0a610a0%7C0%7C0%7C637147719058939132&sdata=6E8wzrn%2B5Rj4GK3db0RhTfkzOJeUnnBbHlmHlh05b%2Fw%3D&reserved=0) The insurer must also meet the minimum financial strength rating.  Please submit confirmation with your professional indemnity insurance that the regulation as set out by the LSRA is being met.   * ***PROOF OF REGISTRATION WITH THE LSRA ON THE ROLL OF PRACTISING BARRISTERS\*\* (www.lsra.ie).***   \*\*If you have been called to the Irish Bar or are registered as an EU Registered Lawyer and providing legal services in the Republic of Ireland, it is a legal requirement to register on the Roll of Practising Barristers with the LSRA (www.lsra.ie) | | | | | | | | | |
| **Declaration:** | |  |  |  |  |  |  |  |  |  |
|  | 1. I hereby apply for External Association of The Bar of Ireland. | | | | | |  |  |  |  |
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|  | 1. I confirm that I have fully and truthfully answered the questions set out herein. | | | | | | | |  |  |
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|  | 1. I am aware that if any information furnished by me herein or at any interview arising from my application is incorrect that I may, - at the discretion of the Council of The Bar of Ireland, have access revoked by The Bar of Ireland. | | | | | | | | |  |
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|  | 1. It is essential that any person applying for External Association be familiar with the Code of Conduct for The Bar of Ireland and any amendments that might be made to it from time to time. Members of the Professional Practices Committee are always available to give guidance or interpretation of the Code when requested by any associate or prospective associate of the Library. I confirm that I agree to abide by the terms of the Code of Conduct for The Bar of Ireland. 2. It is essential that any person applying for External Association be familiar with the Code of Practice for Practising Barristers as outlined by the Legal Services Regulatory Authority and any amendments that might be made to it from time to time. See [www.lsra.ie](http://www.lsra.ie) 3. I understand that External Association allows for only occasional access to the Law Library and I agree to submit a 14 day notice written application to provide notice of any intention to access the Library and will re-apply in each case. 4. I understand that the Council of The Bar of Ireland are not my regulatory body and as such I am not entitled to facilities afforded to members of The Bar of Ireland who are governed by the Code of Conduct and Rules of Membership. 5. I agree and accept I am bound by the Terms & Conditions as set out with the External Associate application. | | | | | | | | |  |
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**It is now a legal requirement that all practicing barristers in the Republic of Ireland are registered with the LSRA. Please confirm that you have registered with the LSRA on the Roll of Practising Barristers.**

**Yes**  **No\***

**\*(*No is only applicable, if you have not been called to the Irish Bar or registered as an EU Registered Lawyer*)**

**Do you consent to the processing of your personal data, including your photograph? This information is required for the purpose of processing this External Associate application by the Bar Council and The Bar of Ireland staff. Contact data will be recorded on our database but will not be used for any purpose other than facilitating your External Associate request.**

**Yes**   **No**

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

Consideration will be given for second or subsequent applications, on completion of a duration request with signature of proposing member only.