**APPLICATION FOR MEMBERSHIP OF THE LAW LIBRARY from Practising members in another Jurisdiction**

**Notes**

1. Please submit your complete application via email to [member.relations@lawlibrary.ie](mailto:member.relations@lawlibrary.ie).
2. You must submit a **digital** **photograph** with your application. This photograph will **not** be used on your online profile.
3. **Subscription**: Submit the appropriate annual subscription (details in the application form).
4. **Supporting Documentation Required.**
5. Closing date for Application submission is **15h June 2025.** After 15thJune please contact [member.relations@lawlibrary.ie](mailto:member.relations@lawlibrary.ie) for details regarding Late Applications and Late Application Fees will apply**.**

As a Practising barrister in another jurisdiction, to become a member of the Law Library **you must have been called to the Irish Bar by the Chief Justice** (see [www.kingsinns.ie](http://www.kingsinns.ie) for process) and you must provide a:

1. Practising Certificate
2. Certificate of Good Standing
3. Professional Indemnity Insurance Certificate (indicating cover for the Republic of Ireland where the standard minimum requirement of cover is €1,500,000 (any one claim)) \*

\* **PII Note:** LSRA Regulation S.I. Number 572, this 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. LSRA HAS FORMALLY APPROVED THE BAR OF IRELAND GROUP SCHEME OF PROFESSIONAL INDEMNITY INSURANCE (PII) available through AON Insurance. AON PII [ONLINE PORTAL](https://www.aonportal.ie/presentation) will open for new entrants on the **1st of June 2025**.

1. Provide evidence of registration on the Roll of Practising Barristers with the Legal Services Regulatory Authority [www.lsra.ie](http://www.lsra.ie) (note you can only apply to be included on the register **after** you are Called to the Irish Bar)
2. Any person applying for membership of the Law Library from another jurisdiction must be a full member in practice at another Independent Referral Bar.
3. Any person applying for membership of the Law Library must be familiar with the [Constitution of The Bar of Ireland](https://www.lawlibrary.ie/about/governance/constitution/), [The Code of Conduct for The Bar of Ireland](https://www.lawlibrary.ie/about/governance/code-of-conduct/), Disciplinary Code for The Bar of Ireland and the [Rules of Membership](https://www.lawlibrary.ie/about/governance/rules-of-membership/) and any amendments that might be made from time to time.

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|  |  | **LAW LIBRARY** | | | | | | | Please submit a digital | |
|  |  |  |  |  |  |  |  |  | photograph | |
|  |  | **APPLICATION FOR MEMBERSHIP** | | | | | | | with your application | |
|  |  |  | **From a practising member of another jurisdiction** | | | | | |  |  |
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| **Personal Details:** | |  | Name: |  |  |  |  |  |  |  |
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|  |  |  | Date of Birth: |  |  |  |  |  |  |  |
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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:** | | | |  |  |  |  |  |  |  |
| Have you been admitted to Membership of another 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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| Are you still a Member in practice of that Bar? | | | |  |  | Yes |  |  | No |  |
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| Have you been called to the Irish Bar by the Chief Justice (www.kingsinns.ie)? | | | |  |  | Yes |  |  | No |  |
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| If Yes, please state Date and Term of Call: | | | |  | | |  |  |  |  |
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| 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? If you have transferred from the Solicitor profession you must **provide a copy of the written confirmation from the Law Society** that you have been removed from the Roll of Solicitor. | | | | | | | | |  |  |
|  |  |  |  |  |  | Yes |  |  | No |  |
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| Please state reason for application to Membership of the Law Library | | | | | | |  |  |  |  |
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| **Employments (other than arising from above):** | | | | |  |  |  |  |  |  |
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| Employer: |  |  |  |  |  |  |  |  |  |  |
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| Position: |  |  |  |  |  |  |  |  |  |  |
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| Directorships: | |  |  |  |  |  |  |  |  |  |
| Consultancies: | |  |  |  |  |  |  |  |  |  |
| Advisory Positions: | |  |  |  |  |  |  |  |  |  |
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| Honorary Posts: | |  |  |  |  |  |  |  |  |  |
| If you have any special requirements/circumstances, you wish to make known to The Bar of Ireland please outline same: | | | | | | | | | | |
| ***NOTE:*** | ***APPLICATIONS WILL NOT BE PROCESSED WITHOUT AN ORIGINAL CERTIFICATE OF GOOD STANDING, COPY OF PRACTISING CERTIFICATE AND COPY OF PII POLICY SHOWING COVERAGE IN THE REPUBLIC OF IRELAND* where the standard minimum requirement of cover is €1,500,000 (any one claim).** | | | | | | | | | |
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| **Declaration:** | |  |  |  |  |  |  |  |  |  |

1. As of the date of making this application I can confirm that I have no criminal conviction (spent\* or otherwise) for an offence involving dishonesty or for a criminal offence which might bring the barrister profession into disrepute. I confirm that there is no known pending case in which such a criminal conviction might arise. Should a criminal conviction arise in the course of my membership of the Law Library it will be reported forthwith to the Library Committee.

\* Under the [Criminal Justice (Spent Convictions and Certain Disclosures) Act 2016](https://eur03.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.irishstatutebook.ie%2Feli%2F2016%2Fact%2F4%2Fenacted%2Fen%2Fhtml&data=05%7C02%7C%7Cdcd98a150fa14361166808dd454f2b9a%7Cf5f1eeaa96d047c296dcf9c7d0a610a0%7C0%7C0%7C638742928512051294%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=uQZO7mohJYXPCS93RlJ4LYdHLVojXWJfpzrVzsG3oK8%3D&reserved=0), a range of offences become spent after 7 years. This means that an adult convicted of an offence covered by the Act does not have to disclose the conviction after 7 years, except in certain circumstances. You cannot be penalised or otherwise prejudiced for not disclosing a spent conviction, however, spent convictions must still be disclosed in certain circumstances, when applying to work for certain bodies, such as the Gardaí, the Courts Service, the Defence(Forces and certain government departments. The Library Committee of The Bar of Ireland are therefore seeking voluntary disclosure of spent convictions in your application for Law Library membership.

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Indicate confirmation by checking this box

1. As of the date of making this application I can confirm that I have no civil judgements involving dishonesty or fraud, or which might bring the barrister profession into disrepute. I confirm that there is no known pending case in which such a judgement might arise. Should such a judgement arise in the course of my membership of the Law Library it will be reported forthwith to the Library Committee.

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Indicate confirmation by checking this box

If an applicant has any doubt about the status of a judgment for the purposes of an application, they should disclose it, as a matter of caution and the matter can be discussed at your pre-admission interview.

1. As of the date of making this application I can confirm that I have not been restricted or prohibited from acting as a company director and there is no case pending in which such an Order might arise. Should such an Order arise in the course of my membership of the Law Library it will be reported forthwith to the Library Committee.

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Indicate confirmation by checking this box

1. I confirm that I have fully and truthfully answered the questions set out herein.

2. I am aware that if any information furnished by me herein or at any interview arising from my application is incorrect, or incomplete, that I may, at the discretion of the General Council of The Bar of Ireland, be excluded from membership of the Law Library.

3. NOTE: It is essential that any person applying for membership of the Law Library be familiar with the Constitution of the General Council of The Bar of Ireland, The Code of Conduct for The Bar of Ireland, The Disciplinary Code for The Bar of Ireland and the Rules of Membership of the Law Library and any amendments that might be made from time to time. These documents can be downloaded on our website.

4. I confirm that I agree to abide by the Constitution of the General Council of The Bar of Ireland.

5. I confirm that I agree to abide by the terms of the Code of Conduct of The Bar of Ireland.

6. I confirm that I agree to abide by the terms of the Disciplinary Code for The Bar of Ireland

7. I confirm that I agree to abide by the Rules of Membership of the Law Library.

8. I have read the information explaining the Application Process for becoming a member of the Law Library and confirm that, I understand the application process, I am a full member in practice at another Independent Referral Bar and have supplied the documents required.

Do you consent to the processing of your personal data, including your photo? This information is required for the purpose of security and for processing this membership application, by the Bar Council and The Bar of Ireland staff. This data is retained for the duration of your membership.

**Yes**    **No**

**Signature:**

**Date:**

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| **Fees** |
| 1. **Subscription Junior €4,026 (24/25) (25/26 TBC)** 2. **Subscription Senior €9,917 (24/25) (25/26 TBC)** 3. **Benevolent Fund Contribution €50 (optional)** 4. **Free Legal Aid Contribution €15 (optional)** 5. **Community Law Contribution €15 (optional)**   **Total enclosed Remittance €\_\_\_\_\_\_\_\_** |
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| **Payment Methods** |
| **Please tick chosen method as appropriate. If you are paying by Electronic Fund Transfer (EFT), this form must be returned with the required documentation as outlined in the checklist below, failure to return this form will result in the application being returned as incomplete.**  **EFT Bank of Ireland, Smithfield, Dublin 7**  **A/C Law Library No 1 A/C**  **Swift Code BOFIIE2D**  **IBAN IE76BOFI90325080512638**  **Ref: Applicants Name**  **Other (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

CHECKLIST

Please enclose with this form:

1. A certificate, not more than three months old, proving the applicant’s registration with the competent authority in the applicant’s home Member State as a lawyer qualified to practice under the applicant’s Home-country Professional Title (a certificate of good standing and a practising certificate)
2. Evidence that the applicant holds professional indemnity insurance equivalent to the insurance required by The Bar of Ireland for members of the Law Library where the standard minimum requirement of cover is €1,500,000 (any one claim) \*
3. Certified translations of every certificate and other document on which the applicant relies which is not in the English language.
4. Appropriate Subscription
5. Evidence that the applicant has registered on the Roll of Practising Barrister with the Legal Services Regulatory Authority (www.lsra.ie)

Please note: Your application cannot be processed until you have provided all of the evidence in the required format; furthermore, it is your responsibility to ensure that this accompanies your application.