

insurance matters

Leaving your current law firm

Lawyers who change firms, contact information, or practice status should notify both LAWPRO and the Law Society separately of these changes because LAWPRO and the Law Society maintain separate information databases.



Joining a new firm

- Send an email to LAWPRO Customer Service (service@lawpro.ca) and include your new contact information and the effective date of the change.
- It may be necessary to amend your practice options to match the other lawyers in your new firm if you are joining a partnership or law corporation (not sole).

Becoming a sole practitioner

- Send an email to LAWPRO Customer Service and include your new contact information and the effective date of the change.
- You may wish to review the coverage options you had as a member of your former firm and determine if you would like any changes to your coverage.

- As a former member of a law firm, your current policy includes Innocent Party coverage. As a sole practitioner, this coverage is no longer mandatory, and in fact is something for which you must apply separately to maintain. Please visit the LAWPRO website (www.lawpro.ca) for further details regarding Innocent Party coverage.
- As a former member of a law firm, your real estate and civil litigation transaction levy filings may have been filed on your behalf. As a sole practitioner, you will be required to either file quarterly transaction levy forms and remit any applicable payment, or file annual exemption form(s), as applicable.

Leaving the private practice of law

- Lawyers who leave the private practice of law may be eligible to apply for exemption from paying insurance premiums.

- Please review the “Rules for Exemption Eligibility” to choose the correct category of exemption .
- Your professional liability insurance coverage will not be cancelled until we receive your completed application for exemption. If your current policy includes the Real Estate Practice coverage option, your application cannot be backdated and can only be processed as of the date of receipt of your exemption.

How to apply for exemption or optional Innocent Party coverage

- You can easily and quickly complete your application for exemption or Innocent Party coverage online at the secure section of the LAWPRO website (www.lawpro.ca). Go to MY LAWPRO to sign in using your Law Society number and confidential password. ■