

Risk Management Programme 2019/2020 Registration Form and Tax Invoice

The Programme is delivered by the Law Society for Law Mutual (WA).

ABN 41 434 516 549

REGISTRATION DETAILS

FAX: (08) 9324 8699	ENQUIRIES: (08) 9324 8600
MAIL: The Law Society of Western Australia PO Box Z5345, Perth WA 6831 (DX 173 PERTH)	IN PERSON: The Law Society of Western Australia Level 4, 160 St Georges Terrace Perth WA 6000
EMAIL: cpd@lawsocietywa.asn.au	ONLINE: lawsocietywa.asn.au/cpd

PERSONAL DETAILS

Title: Mr Mrs Ms Miss Other (please specify)

Roll Number: Law Society Member Number:

First Name: Family Name:

Postal Address:

Suburb: State: Postcode:

Phone Number: Mobile Number:

Email Address:

SEMINARS (CHOOSE ONLY ONE SESSION PER SEMINAR)

Seminar	Date	Law Mutual Insureds	Law Society Member	Non-member
Supervision & Delegation	Wednesday, 22 May 2019, 9.00am – 11.00am	\$98	\$180	\$250
	Wednesday, 24 July 2019, 3.00pm – 5.00pm	\$98	\$180	\$250
Out of Practice – The Risks of Straying Outside Your Usual Area of Work	Tuesday, 6 August 2019, 9.00am – 10.00am	\$49	\$125	\$185
	Thursday, 6 February 2020, 4.00pm – 5.00pm	\$49	\$125	\$185
Matter Management Guidelines - Screening	Wednesday, 5 June 2019, 3.00pm – 5.00pm	\$0	\$180	\$250
	Wednesday, 7 August 2019, 12.00pm – 2.00pm	\$0	\$180	\$250
Accountability, Responsibility and Authority - it's all about the limits!	Tuesday, 3 September 2019, 9.00 am – 10.00am	\$49	\$125	\$185
	Wednesday, 5 February 2020, 1.00 pm – 2.00pm	\$49	\$125	\$185
Introduction to Risk Management	Wednesday, 11 September 2019, 4.00pm – 5.00pm	\$0	\$125	\$185
	Tuesday, 18 February 2020, 4.00pm – 5.00pm	\$0	\$125	\$185
Matter Management Guidelines - Providing	Tuesday, 10 September 2019, 12.00pm – 2.00pm	\$0	FULLY BOOKED	\$250
	Wednesday, 23 October 2019, 9.00am – 11.00am	\$0	\$180	\$250
	Wednesday, 30 October 2019, 12.00pm – 2.00pm	\$0	\$180	\$250
	Wednesday, 6 November 2019, 3.00pm – 5.00pm	\$0	\$180	\$250
	Tuesday, 12 November 2019, 9.00am – 11.00am	\$0	\$180	\$250
	Wednesday, 12 February 2020, 12.00pm – 2.00pm	\$0	\$180	\$250
	Tuesday, 18 February 2020, 12.00pm – 2.00pm	\$0	\$180	\$250
	Wednesday, 26 February 2020, 9.00am – 11.00am	\$0	\$180	\$250
Webinar – “Cyber resilience for small law practices – what you need to know now”	Thursday, 26 September 2019, 1.00pm – 2.00pm	\$49	\$125	\$185
Practice Management – accountability, responsibility and limits to authority	Tuesday, 22 October 2019, 4.00pm – 5.00pm	\$49	\$125	\$185
	Tuesday, 25 February 2020, 9.00am – 10.00am	\$49	\$125	\$185
Professional liability risks and controls in Litigation	Tuesday, 12 November 2019, 4.00pm – 5.00pm	\$49	\$125	\$185
	Wednesday, 26 February 2020, 4.00pm – 5.00pm	\$49	\$125	\$185
Focusing on information and communication – getting it right in the delivery stage	Tuesday, 15 October 2019, 4.00pm – 5.00pm	\$49	\$125	\$185
	Tuesday, 11 February 2020, 1.00pm – 2.00pm	\$49	\$125	\$185

Law Mutual (WA) Insured practitioners are entitled to attend two hours only of Law Mutual (WA) subsidised training. After two hours of subsidised training; please complete a separate application and pay Law Society or non-member rates for any additional training. Confirmation of registration will be sent upon receipt of payment.

PAYMENT DETAILS (Please note – payment must be received prior to the event)

Visa Mastercard AMEX Cheque (Payable to 'The Law Society of Western Australia')

Card Number: Expiry Date: CVV Number:

Cardholder's Name:

Cardholder's Signature: Date:

I have read and agree to the Terms and Conditions below

Name: Date:

Total Amount Payable: \$

LAW SOCIETY OF WA (INC) COLLECTION NOTICE: The Law Society collects the personal information contained in this form pursuant to the provisions of the *Privacy Act, 1988*, the Australian Privacy Principles/APP. The information is collected by the Law Society to enable it to deal with the matters the subject of this form and to provide its services and benefits (and the benefits and services of the Law Council of Australia) to its members and the public. Those services and benefits are set out on the Law Society's website (lawsocietywa.asn.au). If the information collected in this form is not provided, the Law Society may not be able to provide its services as effectively. Individuals who wish to access information held about them, who wish to make any complaints or who wish to obtain details about information which is disclosed by the Law Society to overseas recipients may do so by accessing the Privacy Collection Notice located on the Law Society's website or may contact the Law Society's Privacy Officer. **TERMS AND CONDITIONS:** The Law Society of Western Australia (the Law Society) reserves the right to alter this programme or presenter(s) without further notice, however the programme is intended to run as advertised. The Law Society reserves the right to cancel this activity due to insufficient numbers – registrants will be notified if this occurs and credit (seminar value) will be carried forward to a seminar of the participants choice. Cancellations will incur a \$49 fee. Cancellations or transfers must be advised at least 10 days prior to the event. Refunds will not be granted if a registrant fails to attend an event or cancels within 10 days of the activity. **USE OF PHOTOGRAPHY:** The Law Society reserves the right to use photography and filming from its events for future promotional use. Please advise a Law Society staff member at each event if you wish to opt out.