

To: Singapore Academy of Law
Membership Services
1 Coleman Street
#08-06 The Adelphi
Singapore 179803

I would like to apply for waiver of annual subscription pursuant to Rule 4 of Singapore Academy of Law (SAL) Rules.

(I) PERSONAL PARTICULARS

Name : _____ Title : * Dr/Mr/Mrs/Miss/Mdm/Others

Membership No. : _____ AAS No. : _____ (e.g. 0012/1999)

Nationality : _____ Permanent Resident of : _____ (country)

Identification Type : (tick) NRIC Passport FIN

Identification No.: _____ Date of Birth : _____ Gender : * Male/Female

Firm / Employer: _____ Present Appointment: _____

Office Address: _____

Country: _____ Postal Code: _____ Email Address: _____

Tel: _____ Fax: _____

Home Address: _____

Country: _____ Postal Code: _____ Email Address: _____

Tel: _____ Handphone: _____ Fax: _____

Mailing Option: Home/Office

* Delete where not applicable

(II) RULE 4 OF SINGAPORE ACADEMY OF LAW RULES

4. — (1) Where any member will, for any period of not less than 12 months —

- (a) be continuously absent from Singapore;
- (b) not be ordinarily resident or domiciled in Singapore;
- (c) not be in the profession of law; or
- (d) not be gainfully employed,

The Executive Committee may, on his application, waive the annual subscription or subscriptions payable in respect of such period as the Committee thinks fit.

(2) Any application for waiver under paragraph (1) shall —

- (a) be made in writing one month prior to or during the period to which the application relates, and in any case not later than 3 months after the expiry of each 12 months period referred to in paragraph (1) unless the Executive Committee agrees otherwise; and
- (b) Set out the grounds and circumstances upon which the applicant is seeking the waiver of subscriptions.

(3) For the purposes of paragraph (1), a member shall be deemed not to be in the profession of law where he does not have in force a practising certificate and is not any of the following:

- (a) a member of the Senate;
- (b) a legal officer;
- (c) a teacher in law at any university or institution of higher learning;
- (d) a person employed to perform legal work or the duties of a lawyer by the Government, a statutory body, a corporation or an unincorporated association; or
- (e) such other person who, in the opinion of the Executive Committee, is carrying on activities so closely connected to the law or the profession of law as to be regarded as being in the profession of law.

(III) DETAILS OF WAIVER SOUGHT UNDER RULE 4 OF SAL RULES

I confirm that I ***will be/was**, for a period of not less than 12 months, starting from _____ :
(Please tick appropriate box)

continuously absent from Singapore (Rule 4(1)(a) of SAL Rules)
Provide details and documentary proof

not ordinarily resident or domiciled in Singapore (Rule 4(1)(b) of SAL Rules)
Provide details and documentary proof

not in the profession of law (Rule 4(1)(c) of SAL Rules)
Provide details and documentary proof

** Delete where not applicable*

If you are applying under Rule 4(1)(c) “not be in the profession of law”, please further confirm if you satisfy Rule 4(3), namely:

I *did not/do not have in force a practising certificate for the period under which this waiver application is made, and

I am not any of the following:

- a member of the Senate;
- a legal officer;
- a teacher in law at any university or institution of higher learning;
- a person employed to perform legal work or the duties of a lawyer by the Government, a statutory board, a corporation or an unincorporated association; or
- such other person who, in the opinion of the Executive Committee, is carrying on activities so closely connected to the law or the profession of law as to be regarded as being in the profession of law.

Please provide details to explain why your work/activities are not closely connected to the law or the profession of law.

not gainfully employed (Rule 4(1)(d) of SAL Rules)
Provide details and documentary proof

**Delete where not applicable*

(IV) PERIOD OF WAIVER APPLIED FOR

First Waiver Application: (tick) Yes No

Period of Waiver : Start Date : _____ (dd/mm/yyyy)

End Date : _____ (dd/mm/yyyy)

Note: The waiver period granted is normally for 3 years. If you are applying for indefinite waiver, which is subject to approval on a case by case basis, please indicate "until further notice" and provide an explanation.

(V) REFUND DETAILS

1. The application for waiver of annual subscription fees may be made, upon settlement of all outstanding amounts in the members' account.

2. If waiver is granted for a part of a calendar year for which annual subscription has already been paid, the Academy will make a refund of that part of the annual subscription paid.

If a refund is payable, please provide details:

(a) Name of payee on cheque: _____

(b) Mailing address: _____

3. Other Instructions (if any): _____

(VI) DECLARATION BY MEMBER

1. I am/was* not holding any Practising Certificate from The Law Society of Singapore for the period of waiver applied for.

2. I understand that any waiver granted will be subject to my settlement of all past arrears (if any), within 30 days from the date of notification by the Academy. If I do not settle my past arrears within the stipulated period, the waiver will be withdrawn and I will continue to be liable for all past and future dues.

3. I understand that once my application for waiver is approved, my membership will be put into dormant account and I shall not be entitled to any privileges of SAL membership till such time that I resume paying my annual subscription.

4. I have read Rule 4 of the SAL Rules and undertake to notify the Academy promptly if there are any changes to my particulars, or if any of the circumstances under Rule 4(1) and/or Rule 4(3) to which this application relate no longer applies.

5. I declare that the above information given by me is accurate and true to the best of my knowledge.

6. I enclose documentary proof supporting this application. (Documentary proof and completed waiver form to be emailed to membership@sal.org.sg.)

Signature

Date

Note:

1. Annual subscription fees are based on calendar year and shall be payable in advance on or before 1st January of every calendar year.

2. Examples of supporting documents are as follows:

- i. entry/exit permit or any document which shows you are absent or no longer resident or domiciled in Singapore;
- ii. employment letter which shows your appointment if you are working overseas or not in the legal profession;
- iii. acceptance letter from the University if you are studying;
- iv. personal letter (if you are retiring, housewife or not gainfully employed for less than 1 year);
- v. income tax assessment or CPF statement if you are not gainfully employed for at least 1 year (not applicable if you are studying).

3. Please be informed that upon receipt of your waiver application, you will not be entitled to SAL membership privileges until you resume paying your annual subscription.

4. The Academy reserves the right to reject this application if it is not duly completed and signed and submitted together with the necessary documentary proof. The Academy will inform you on the outcome of your waiver application.

5. There is no automatic renewal or extension of waiver. Renewals or extensions must be made at least 1 month before the waiver expiry date.

For enquiries, please call (65)6332-4388, fax (65)6333-9747 or e-mail to us at membership@sal.org.sg. More information on SAL membership can be found at our website at www.sal.org.sg

Updated on 1 December 2018

(For Official Use Only):

Application received on _____ Approved by _____ Date: _____
Period of Waiver _____ to _____
Applicant informed by _____ Date: _____
System updated by _____ Date: _____
Reviewed by _____ Date: _____