



APPLICATION FOR FIXED-TERM AGREEMENT

This application is in response to the following Notice of Opportunity (please print):

Notice Reference No. _____
Judicial District(s) _____

The Applicant is an Individual a Law Firm

Applicant's Name: _____
Address: _____

Phone No.: _____ Fax No. _____
Email: _____

Contact

The following individual (lawyer) has been designated to act on behalf of the applicant on all matters pertaining to this process, including the provision of all information that may be requested:

Name and Title: _____
Phone No.: _____ Fax No. _____
Email: _____

Legal Status (Association, Incorporation, Limited Liability Partnership, etc.) as registered with CRA:

Please provide the GST Registration Number issued by the Canada Revenue Agency (CRA):

Please indicate the name registered with the Canada Revenue Agency (CRA) for which the above number was issued:



The following documentation was obtained for each individual included in this application (including support staff) and is provided in support:

National Criminal Record Check	<input type="checkbox"/>
CRA Consent (counsel only) *	<input type="checkbox"/>
Certificate of Good Standing with Law Society (counsel only)	<input type="checkbox"/>
Curriculum vitae (detailed)	<input type="checkbox"/>
References	<input type="checkbox"/>
Student Card (if applicable)	<input type="checkbox"/>
Paralegal License (where applicable)	<input type="checkbox"/>
Paralegal Application (where applicable) **	<input type="checkbox"/>

* CRA will not disclose information other than advise the PPSC whether or not there exists (or existed) serious compliance issues, based on information obtained through a review of the applicants history with CRA over a period of up to 10 years; **note that this information is not available at the local CRA level.**

** Paralegal applications apply to staff members who perform paralegal duties but do not have a provincial certificate; the application and guidelines can be obtained by contacting the person listed on the advertisement.

The following documentation was prepared and is provided in support:

Firm Profile (Addendum)

Each submission **must** include a completed copy of this application form, as well as the documentation as described above, signed by the designated contact.



APPLICATION FOR FIXED-TERM AGREEMENT ADDENDUM

This Addendum must accompany an Application for Fixed-Term Agreement. A separate document may be provided if additional space is required.

PART I - FIRM PROFILE

Applicant's (Firm) Name: _____

Year Firm Established _____

Size of Firm - Number of Partners/Associates ____ Lawyers ____ Students ____ Paralegals ____ Support Staff ____

Names of Proposed Federal Prosecution Team:

Lawyer(s): _____

Student(s): _____

Paralegal(s): _____

Support Staff: _____

Area of Expertise _____

Other areas of Practice _____

Other than the proposed office, does your firm have offices in other locations (i.e., affiliations, etc.)? If so, please provide the location(s):



PART II - RATED ASSESSMENT CRITERIA

Please provide detailed information relating to the following requirements:

1. Experience in Conducting Criminal and Regulatory Litigation

2. Experience in Working in Collaboration with Others

3. Experience in Coordinating Multiple Stakeholders



4. Ability to Analyze Legal Issues and Provide Legal Advice

5. Ability to Work Independently

6. Ability to Work under Pressure



Describe your firm's commitment to the PPSC as Agents; for example, the integration of PPSC prosecutions into your existing practice and what changes / adaption will be required.

If you are applying for a vacancy located at a considerable distance from your office (100 kms), Please explain how you intend to provide prosecutorial coverage to the vacated location:

Additional comments / information you would like to provide:

Signature of Contact

Date