

REQUEST FORM: WITHDRAWAL OF SERVICES

A lawyer who is appointed to act for a client and who wishes to withdraw services with respect to that client may apply to the Chief Executive Officer (CEO), or any person that the CEO may designate (Private Bar Services Director), in the manner and form specified by the Commission to request to withdraw services with respect to that client.

The CEO or designate may, in accordance with the terms and conditions established by the commission:

- a) grant the request; or
- b) refuse the request.

If the CEO or designate refuses a request, the CEO or designate must provide the solicitor with written notice of the CEO's or designate's decision together with reasons. A request for review of a decision or determination must be submitted to LAS within 15 days after the date on which notice of the decision or determination is delivered.

No solicitor who has been appointed to provide legal services should secure another solicitor to provide those services, unless the CEO or designate approves of the action by the solicitor.

Date of request: _____

Request Information

Lawyer information

Name: _____

Solicitor #: _____

Phone: _____

Email: _____

Client information

Name: _____

Client #: _____

Reason for Request

- Conflict of Interest
- Breakdown in Client/Solicitor Relationship
- Other _____

Provide a brief synopsis of the case, including status of proceedings:

Explain the reasons for your request to withdraw services:

What is the cost of the proceedings to date?

Are there likely to be negative impacts on the client's proceedings?

For information on withdrawal of services requests see the Legal Aid Saskatchewan’s Billing and Payments Handbook, Chapter 1.10.

For assistance in completing this form please contact the Legal Aid Saskatchewan Private Bar Services at 1-306-933-5300 or email pboffice@legalaid.sk.ca.

I certify that the information included in this form is complete, true, and accurate.

Name: _____

Signature: _____

Date: _____

Please email the completed Request for Expert Form to PBAccounts@legalaid.sk.ca with the subject line **Request Form: Withdrawal of Services**.