

# PROFARMA

SUBJECT: APPLICATION FOR REGISTRARION OF ADVOCATES<sup>?</sup> CLERK

- 1) NAME OF ADVOCATE'S CLERK \_\_\_\_\_
- 2) FATHER'S NAME \_\_\_\_\_
- 3) DATE OF BIRTH \_\_\_\_\_
- 4) CNIC No. \_\_\_\_\_
- 5) QUALIFICATION \_\_\_\_\_
- 6) RESIDENTIAL ADDRESS \_\_\_\_\_  
\_\_\_\_\_
- 7) EMPLOYER'S ADDRESS \_\_\_\_\_  
\_\_\_\_\_
- 8) CONTACT No. \_\_\_\_\_
- 9) DATE OF APPOINTMENT AS  
ADVOCATE'S CLERK WITH  
COPY OF LETTER OF APPOINTMENT \_\_\_\_\_

\_\_\_\_\_  
NAME AND SIGNATURE OF THE ADVOCATE  
WITH LEDGER No. OF SINDH BAR COUNCIL  
AND CNIC NUMBER

# Required documents for registration as Advocates' Clerk

The Advocate desiring to register Advocates' Clerk (Court Clerk) will require to submit an application on prescribed proforma to the Registrar along with following documents: and:

1. Appointment Letter of the person to be registered.
2. An application of the person to be employed stating therein that he is willing to be employed as a registered clerk to the advocate concerned and that he will, so long as he continues to be the clerk to the advocate concerned, engage himself exclusively in the service of the said advocate for the purpose of his bona fide legal business;
3. A certificate of the Secretary, Karachi Bar Association that such person bears good moral character and that there are no reasonable grounds for suspecting him to have been or to be a tout;
4. A certificate showing that such person has passed the prescribed examination (Matriculation Certificate);
5. An undertaking in writing (on a non-judicial stamp paper) from such person that if he is registered as a clerk to the advocate he shall, so long as he continues to be his clerk, work on monthly salary and that he has not consented to be remunerated by payment of a percentage of advocate's fees or by payment of copying fees and paper charges received from the Court as costs taxed;
6. A certificate from the advocate that after due inquiry he is satisfied that such person is fit to be so employed and that he has not been or is not a tout;
7. A declaration by such advocate that he will employ such person bona fide in his own service for the purpose of his legal business and that, so long as such person continues to be his clerk, he will pay him for his remuneration a monthly salary and not a percentage of advocate's fees or copying fees or paper charges received from Court as costs taxed;

**Note:**

- i. The Certificate will be issued with validity for a period of one year ending on 31<sup>st</sup> December.
- ii. The last date for renewal of Certificate shall be the 15<sup>th</sup> November of each year.