

Receipts and Payments

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Your ref:

*Please quote the department above and
our reference:
LR/Receipts and Payments/Register*

December 2009

CRIMINAL LEGAL ASSISTANCE REGISTER – DECEMBER 2009

I have pleasure in enclosing a copy of the Criminal Legal Assistance Register as at 9 December 2009.

The responses to our October mailshot indicated a large number of changes in registered personnel of which this department had not previously been advised. Please note that, as Compliance Partner, you have a responsibility to advise **Receipts & Payments Division** of any changes in registered personnel within five working days, or as soon as reasonably practicable. This is in order that the Register, which is a public document, can be properly and accurately maintained. The register will be regularly updated and be available on the Board's website at www.slab.org.uk.

Where a registered solicitor is moving firm, we require, in advance, a note of:

- their name and practitioner code
- the name of the firm to which he/she is moving.
- the effective date of the change.

Where a registered practitioner moves to somewhere other than another registered firm – for example, to a non-registered firm or to a public body such as the Procurator Fiscal Service – we require an address to which recorded delivery notification of de-registration can be sent.

I appreciate your assistance in this matter and offer my best wishes for the festive season and the New Year ahead.

A handwritten signature in black ink, appearing to read "Liz Reid", written over a circular stamp or mark.

Liz Reid
Team Leader, Receipts & Payments