Application for Tenancy



[**www.4pumpcourt.com**](http://www.4pumpcourt.com)

|  |  |  |
| --- | --- | --- |
| **APPLICATION FOR TENANCY** | | |
| **APPLICANT INFORMATION** | | |
| Name: | | |
| Date of birth: | Date of Call: | Phone: |
| Current address: | | |
| Description of practice (including a description of your current areas of practice: e.g. Banking/Financial Services, Construction, Energy, Information Technology, Insurance/reinsurance, International arbitration, Professional negligence, Shipping) | | |
| **ACADEMIC QUALIFICATIONS** | | |
| Undergraduate degree: (university/result): | | |
| Postgraduate degree: (university/result): | |  |
| **PUPILLAGE(S)** | | |
| Pupillage(s): identify chambers/date of pupillage(s): | | |
| Tenancy/tenancies: identify chambers/dates of any tenancy: | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **APPLICATION FOR TENANCY** | | | | |
| **SHORT STATEMENT OF REASONS FOR APPLICATION TO JOIN CHAMBERS AND HOW YOU PROPOSE TO DEVELOP AND EXPAND YOUR PRACTICE AT 4 PUMP COURT** | | | | |
|  | | | | |
| **DETAILS OF ANY CASE(S) 1 IN WHICH YOU HAVE APPEARED IN COURT OR ARBITRATION WITH OR AGAINST OR BEFORE A MEMBER OF 4 PUMP COURT** | | | | |
| Please confirm with a tick in the right hand box whether you are content for the member of 4 Pump Court being requested to provide the selection committee with their opinion on your application for tenancy. If you object to that course being taken in relation to any individual case identified below please explain those objections in the box at the foot of this section of the form: | | | | |
| Case details (name of parties2) | | Member of 4 Pump Court | | Consent |
|  | |  | |  |
|  | |  | |  |
|  | |  | |  |
| Basis for objection to the Member of 4 Pump Court being requested to provide the selection committee with their opinion on your application for tenancy: | | | | |
| **REFERENCES3** | | | | |
| Solicitor 1: name: | Address: | | Phone: | |
| Solicitor 2: name: | Address: | | Phone: | |

1 Save where it is impossible to provide those details for reasons of confidentiality

2 To the extent necessary, you may anonymise the parties to the arbitration (e.g. Oil Company v Offshore contractor)

3 All referees should have direct, recent and substantial experience of working with or against the Applicant or (in the case of a judicial referee) experience of a recent substantial hearing at which the Applicant has appeared as advocate. None of the referees should be a relative of the Applicant. References will only be taken up in the event that you are called for interview. We

will advise you in advance if, following the interview, we decide to take up your references.

|  |  |  |  |
| --- | --- | --- | --- |
| **APPLICATION FOR TENANCY** | | | |
| Solicitor 3: name: | Address: | Phone: | |
| Senior barrister/judicial referee4:  name: | Address: | Phone: | |
| **CONVICTIONS ETC** | | | |
| Have you received a conviction or caution for a criminal offence? | | |  |
| Have you been the subject of a finding of professional negligence? | | |  |
| Have you been the subject of a finding of professional disciplinary fault? | | |  |
| Have you been the subject of a wasted costs order? | | |  |
| If you have answered yes to any of the questions above, please explain the circumstances: | | | |
| **SIGNATURES** | | | |
| I confirm that the contents of this form are true.  I understand and accept that, if it is discovered that any of the information provided in this form is untrue, my application will be rejected and/or any offer of tenancy (whether accepted by me or not) will be rescinded | | | |
| Signature of applicant: | | Date: | |

**Please also provide with this application form:**

**1. a print-out of your last 3 years’ earnings (or all earnings to date if the Applicant has been in practice less than 3 years) broken down per calendar year, identifying your principal instructing solicitors;**

**2. a print-out of your current aged debt;**

**3. a work diary print-out or summary for the previous 24 months;**

**4. a work diary print-out or summary for the next 12 months.**

Please send your completed application form together with the accompanying documents to [applications@4pumpcourt.com](mailto:applications@4pumpcourt.com)

The Equality and Diversity questionnaire will never be made available to the Head(s) of Chambers or the Selection Panel during the selection process and will only be used to enable Chambers to review monitoring data.

4 Any barrister referee should ideally come from a different set of chambers to your current chambers

Equality and Diversity Monitoring Form



[**www.4pumpcourt.com**](http://www.4pumpcourt.com)

**CONFIDENTIAL**

**EQUALITY & DIVERSITY MONITORING FORM FOR APPLICANTS FOR TENANCY**

We are committed to equal opportunities and diversity and aim to select candidates for tenancy solely on merit irrespective of age, disability, gender reassignment, marital or civil partnership status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation.

In accordance with BSB recommendations, we monitor all stages of our recruitment procedure to try and ensure that unfair discrimination is not taking place. To assist us in this monitoring process, we would be grateful if you could complete the following form. Please answer each question in turn by choosing one option only, unless otherwise indicated. If you do not wish to answer the question please choose the option “Prefer not to say‟ rather than leaving the question blank.

**Please note that you are not required to provide your Diversity Data. You are free to choose whether or not you wish to provide all, some or none of your Diversity Data.**

**Any information provided in this form will only be used for monitoring and statistical analysis and will not be passed on to selectors.**

|  |  |
| --- | --- |
| FOR CHAMBERS USE ONLY: | ID |

**About you**

**Age**

From the list of age bands below, please indicate the category that includes your current age in

years:

|  |  |
| --- | --- |
| 16 – 24 |  |
| 25 – 34 |  |
| 35 – 44 |  |
| 45 – 54 |  |
| 55 – 64 |  |
| 65+ |  |
| Prefer not to say |  |

**Gender**

|  |  |
| --- | --- |
| Male |  |
| Female |  |
| Prefer not to say |  |

**Disability**

The Equality Act 2010 generally defines a disabled person as someone who has a mental or physical impairment that has a substantial and long-term adverse effect on the person’s ability to carry out normal day-to-day activities. “Long term” means that the impairment is likely to or has lasted for 12 months or more).

(a) Do you consider yourself to have a disability according to the definition in the Equality Act?

|  |  |
| --- | --- |
| Yes |  |
| No |  |
| Prefer not to say |  |

(b) Are your day-to-day activities limited because of a health problem or disability which has

lasted, or is expected to last, at least 12 months?

|  |  |
| --- | --- |
| Yes, limited a lot |  |
| Yes, limited a little |  |
| No |  |
| Prefer not to say |  |

**Ethnic Group**

What is your ethnic group?

**Asian / Asian British**

|  |  |
| --- | --- |
| Bangladeshi |  |
| Chinese |  |
| Indian |  |
| Pakistani |  |
| Any other Asian background (write in) |  |

**Black / African / Caribbean / Black British**

|  |  |
| --- | --- |
| African |  |
| Caribbean |  |
| Any other Black / Caribbean / Black British (write in) |  |

**Mixed/Multiple Ethnic Groups**

|  |  |
| --- | --- |
| White and Asian |  |
| White and Black African |  |
| White and Black Caribbean |  |
| White and Chinese |  |
| Any other Mixed/Multiple Ethnic background (write in) |  |

**White**

|  |  |
| --- | --- |
| British / English / Welsh / Northern Irish / Scottish |  |
| Irish |  |
| Gypsy or Irish Traveller |  |
| Any other White background (write in) |  |

**Other ethnic group**

|  |  |
| --- | --- |
| Arab |  |
| Any other ethnic group (write in) |  |

**Prefer not to say**

|  |  |
| --- | --- |
| Prefer not to stay |  |