



Complaint Dismissal Appeal Form

ALL SECTIONS OF THIS FORM MUST BE COMPLETED AND RETURNED TO US
BY THE COMPLAINT DISMISSAL APPEAL DEADLINE

Return to: complaint.appeals@lawsociety.ab.ca

OR

The Law Society of Alberta
Attn: Complaint Dismissal Appeals
700, 333 – 11th Avenue SW
Calgary AB T2R 1L9

Please read the [Frequently Asked Questions](#) on our website prior to completing this form.

All sections of this form must be completed in order for your appeal to be reviewed and decided.

If you are appealing the dismissal of more than one complaint file (each complaint file has a separate complaint file number), a separate form must be submitted for each appeal.

PART A: INFORMATION ABOUT YOU

1. Complaint File #: _____
2. Salutation: Mr. Ms. Mrs. Miss Mx. Other: _____
3. Name: _____

PART B: REASON(S) FOR YOUR APPEAL (check all that apply and provide details in PART C)

- Inadequate review
- Failed to consider important facts
- Failed to properly apply the *Code of Conduct* or *The Rules of the Law Society of Alberta*
- New evidence (not available before complaint was dismissed) **If this is selected, PART D must be completed.**



PART C: EXPLAIN WHY YOU ARE APPEALING

Please be factual and concise when explaining why you are appealing. Where applicable, please provide examples of the conduct by referring to the Law Society of Alberta's *Code of Conduct, Rules* and/or *Guidelines*, all of which are available on our [website](#). (**Attach extra pages if necessary.**)

Please note: Disagreeing with the decision to dismiss your complaint is not a valid ground for an appeal.



PART D: NEW EVIDENCE

If you are providing new evidence that was not previously provided to the Law Society, you **must** either provide that evidence here or clearly identify the new evidence that you are attaching to this form (attach extra pages if necessary).

In addition, in this section, you **must** explain how you meet the following requirements of the fresh evidence test:

1. the evidence must not have been reasonably available prior to the dismissal of your complaint;
2. the evidence must be relevant;
3. the evidence must be credible; and
4. the evidence could reasonably be expected to have affected the result.

If you do not comply with these directions or if the Appeal Panel determines that the test for fresh evidence is not met, the Appeal Committee will not consider the new evidence.

PART E: ACKNOWLEDGMENT AND SIGNATURE

I have:

- Read the [Frequently Asked Questions](#) regarding the Complaint Dismissal Appeal process.
- Included all the information necessary for the consideration of my appeal with this form.

I understand that:

- No further submissions will be accepted after I have completed and submitted my Complaint Dismissal Appeal Form.
- The Law Society of Alberta will share the information and documents it receives from me with the lawyer my complaint is about.
- The lawyer my complaint is about does not have to participate in the appeal process.
- If the lawyer my complaint is about does not participate in the appeal process, no adverse inference will be made against the lawyer.
- The decision of the Appeal Panel cannot be appealed further.

Date: _____ Signature: _____

Your contact information:Street
Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Cell: _____

Email: _____

This page containing your contact information will be detached from the Complaint Dismissal Appeal Form prior to providing the form to any person outside of the Law Society of Alberta, including the lawyer about whom the appeal is filed.

The information provided in this form will be used by the Law Society of Alberta for one or more purposes contemplated by the *Legal Profession Act*, *The Rules of the Law Society* or the *Code of Conduct*. The information will be accessible to all departments of the Law Society of Alberta and may be used or disclosed by the Law Society of Alberta, now or in the future, for regulatory purposes, including Law Society of Alberta investigations and proceedings. Should you have any questions about the collection, use or disclosure of this information, please contact the Privacy Officer at (403) 229-4700.