



The Law Society of
Upper Canada

Barreau
du Haut-Canada

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March 7, 2008

Dear Sir/Madam:

Re: Acceptable and Prohibited Areas of Legal Services for P1 Licensees

The Law Society is currently processing applications for P1 licences. At this point in the application process, we are writing to ensure that all candidates are aware of the permitted areas of legal services for paralegal licensees or applicants for a paralegal licence.

Under the *Law Society Act* and By-Law 4, a paralegal may only provide legal services to clients in a proceeding in the Small Claims Court, in a proceeding under the *Provincial Offences Act* in the Ontario Court of Justice, a proceeding under the *Criminal Code* before a summary conviction court where permitted by the *Criminal Code* and in proceedings before tribunals established by the federal or provincial governments, such as the Workplace Safety and Insurance Board or the Landlord and Tenant Board. These services may include advice and preparation of documents for use in the proceeding

It is important to note that P1 licensees may not represent a client in Family Court. Services in areas such as family law, corporate law, wills and estates are not permitted unless performed under the direct supervision of a lawyer. This applies equally to paralegal applicants and to licensed paralegals. The nature of the supervision required of a lawyer is set out in By-law 7.1.

The Law Society's by-laws are available on our website, at www.lsuc.on.ca

Sincerely,

Allison Cheron
Counsel
Paralegal Services