



OTTAWA ASSOCIATION OF LAW CLERKS

EMPLOYMENT HOTLINE SUBSCRIBER APPLICATION FORM 2019-2020

As a Subscriber, you will receive notice of employment opportunities, for Law Clerks in Ottawa and the surrounding area, which are posted by local employers through the Ottawa Association of Law Clerks via email.

SUBSCRIBER NAME: _____

E-MAIL ADDRESS: _____

* **Note:** All information forwarded by the Ottawa Association of Law Clerks to the Subscriber will be forwarded via email only.

ELIGIBILITY FOR SUBSCRIBERS

To be eligible for admission as an Employment Hotline Subscriber, an applicant must:

1. have been granted a law clerk certificate/diploma by a community college; OR
2. have been employed as a law clerk for a period of not less than five (5) consecutive years at the time of seeking admission

Please provide the following information:

Name of Community College: _____

Year of Graduation: _____

OR

EMPLOYMENT HISTORY for the past five (5) years: (if insufficient space, please attach a schedule)

Employer (Name & Address)	Description of Principal law clerk duties

Employment Hotline Subscriber Fee: May 31, 2019 – May 31, 2020 - \$20.00

Forward completed application forms together with a cheque in the amount of **\$20.00** payable to the "Ottawa Association of Law Clerks" to:

Ottawa Association of Law Clerks
c/o Liz McHugh
12 Moss Hill Trail
Stittsville, ON K2S 1E1

DATE: _____ SIGNATURE: _____

PROTECTION OF PRIVACY

OALC does not disclose the names or any personal information of subscribers to any person or corporation without the written consent of the subscriber.