



First Application for Accredited Costs Lawyer Status

Surname		Costs Lawyer number	
Forename			
Email address			
Organisation			
Home address			
Date you qualified as a Costs Lawyer <i>(Note: minimum of four years qualification is required)</i>			
Please describe the experience you have in delivering training, contributing to seminars, developing training materials, and any other relevant activities. <i>(Please continue on a separate sheet and send with your application if necessary.)</i>			
Payment The application fee is £100. Accreditation is valid for three years. We are not able to issue invoices. Please use this form as a payment request if required. The fee should be paid by BACS to the Costs Lawyer Standards Board using your CL number as the reference: Account number: 28223660 Sort code: 30 95 74 Please email us if you cannot pay by BACS at enquiries@clsb.info .			
Please state the date payment was made by BACS			

Declaration	
<ul style="list-style-type: none"> • I confirm that the information provided in this application is true and accurate to the best of my knowledge and belief. • I agree to abide by the Accredited Costs Lawyer Rules on the CLSB website. • I understand that information provided in this application, and other information relating to my provision of training, may be subject to audit by the CLSB either before or after accreditation. 	
Signed	
Date	

Please email your completed form to enquiries@clsb.info. We will get back to you as soon as possible after receiving your application and payment.

How information about you will be used

We collect information about you that enables us to fulfil our statutory obligations under the Legal Services Act 2007. For that purpose, we may share that information with the Legal Services Board, other approved regulators, and the professional body the Association of Costs Lawyers. We will use the email address you provide to keep you informed of regulatory matters, including the renewal of your practising certificate annually, and if appropriate your Accredited Costs Lawyer status.

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