

AMICI CURIAE FRIENDSHIP SOCIETY

Thank you very much for your interest in Amici Curiae (or as we call it – AC).

Amici Curiae, Italian for ‘friends of the court’, is a volunteer group that consists of lawyers, paralegals, law students, foreign trained JDs, librarians, accountants, and pets! As volunteers, we contribute to access to justice by assisting British Columbians with their legal forms regardless of their means.

**How Does AC Help?**

We run Legal Forms Workshops. Visit legalformsbc.ca for more information.

Currently, we only provide virtual help as our in-person workshops are suspended. More about [Virtual AC](https://www.legalformsbc.ca/virtual-ac.html).

**We Provide Free Training!**

We understand that each volunteer brings a specific set of technical skills and that all volunteers want to feel prepared when helping someone. Accordingly, we provide ongoing continuing professional development ([LEXtures](http://lawcourtscenter.camp7.org/page-186943)). We prepare our volunteers in areas the public needs most and topics that help us be better volunteers for the public.

We have a special place in our hearts for our Indigenous neighbours and for victims of gendered violence. AC requires its volunteers to receive ongoing Trauma Informed Practice training if volunteers want to help our Indigenous neighbours and victims of gendered violence.

Please complete this Volunteer Intake Package and email it to the **Volunteer Coordinator** at **amicicuriae.volunteer@gmail.com**

**Your Volunteer Intake Package Must Contain:**

* Volunteer Intake Form
* Signed Service Letter
* CV (maximum of 2 pages)

If you have any questions, please feel free to contact **Yvonne Choi, General Manager** at **yvonne@millertiterle.com**.

We look forward to working with you.

Amici Curiae Friendship Society



AMICI CURIAE LEGAL FORMS WORKSHOPS

**Volunteer Intake Form**

**Name of Volunteer:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone Numbers(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **E-Mail Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How did you hear of us? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Current Employer**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**You are**:  
Lawyer (LSBC # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) / Paralegal / Foreign trained JD / Law Student / Legal Administrative Assistant / Firm Accountant / Librarian / Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| **Legal Practice Area(s)** *(please specify)*: | **Year(s) of Experience** |
| 1. |  |
| 2. |  |
| 3. |  |

**Which Virtual AC workshops are you available to attend?** *(please check all that apply):*

**Atira Women’s Resource Society** *(for downtown eastside resident who self-identifies as a woman)*:

* Wednesday (every three weeks) from 5:30 p.m. to 7:30 p.m.

**Indian Day School Claims**

* Wednesday or Thursday (TBA monthly) from 5:30 p.m. to 7:30 p.m.

**Virtual AC**

* Thursday (every week) from 515 p.m. to 8 p.m.



AMICI CURIAE LEGAL FORMS WORKSHOPS

**Service Letter**

**Acknowledgement of the Scope of the Volunteer’s Service**

I acknowledge, as a volunteer legal professional, that I will assist the various Amici Curiae workshops by doing the following:

1. take instructions from and work under the supervision of duty counsel; and
2. review and assist in preparing legal forms for Amici Curiae clients.

Furthermore, I shall identify myself as a volunteer legal professional (ie Lawyer/Paralegal / Foreign trained JD / Law Student / Legal Administrative Assistant / Firm Accountant / Librarian) and shall not provide legal advice nor give legal undertakings.

**Acknowledgement of the Conditions of Service**

By signing this letter, I agree that I will not:

1. use any confidential information against clients, and will take steps, including the establishment of screening measures, to ensure that clients’ confidential information is not accessible to members of my firm representing an adverse party; and
2. representing and assisting a party adverse to my law firm on a matter substantially related to any matter(s) in which my law firm may be acting for its clients.

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Name of Volunteer Signature of Volunteer

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date