Hearing File No: [insert file no.]

Citation authorized: [insert date]

Citation issued: [insert date]

**LAW SOCIETY OF BRITISH COLUMBIA TRIBUNAL**

**HEARING DIVISION**

*[Insert appropriate style of cause – e.g. for disciplinary proceedings use:]*

BETWEEN:

THE LAW SOCIETY OF BRITISH COLUMBIA

AND:

*[INSERT NAME OF RESPONDENT]*

RESPONDENT

**NOTICE OF HEARING**

TO: *[Insert name and address insert email address
of Respondent or Respondent name
c/o counsel for the Respondent]*

TAKE NOTICE THAT the hearing of the citation dated *[Insert issued date]* will be held on *[Insert date]***, 2022**, at 9:30 am virtually on Zoom unless an application is made to proceed in a different format. Information on how you can join the Zoom virtual hearing will be sent to you at the email address set out above prior to the start of the hearing. You will also be sent a link to upload electronic documents to be introduced at the virtual hearing. If you do not have videoconference technology available, you are expected to proactively inform the Tribunal Office so that arrangements can be made for you to join the virtual proceeding from the Tribunal Office or another location.

You may appear personally and you may be represented by counsel if you wish. The Directions on Practice and Procedure before the LSBC Tribunal and Part 5 of the Rules of the Law Society of British Columbia outline the procedures to be followed at the hearing. The Directions and Law Society Rules can be found on the LSBC Tribunal website at LSBCTribunal.ca. Your appearance before the Hearing Panel may be your only opportunity to present evidence, call witnesses or make submissions.

 FURTHER TAKE NOTICE THAT if you fail to appear at the hearing, the Hearing Panel may proceed with the hearing in your absence and make any order that it could have made had you been present.

 DATED at Vancouver, British Columbia, this *[Insert date]* day of *[Insert month]*, 2022.

 Hearing Administrator

 LSBC Tribunal