

## Letter of Reference

Date :

From :

To : Secretary of the Departmental Monitoring Committee,  
Legal Aid Department,  
26/F., Queensway Government Offices,  
66 Queensway,  
Hong Kong

via :

### Reference for

---

I am the Senior Partner / Sole Proprietor\* of M/s\_\_\_\_\_.

I confirm that\_\_\_\_\_ is a partner / consultant /  
assistant solicitor\*. I am of the view that \_\_\_\_\_

has the experience and expertise as stated in Part II of his / her\* Panel Entry Form/  
Panel Update Form\* dated \_\_\_\_\_. My firm agrees to  
\_\_\_\_\_ undertaking legal aid work.

We will afford him / her\* the necessary support and facilities to handle legal aid  
work in a proper and professional manner.

Yours faithfully,

( )  
for M/s.

\* Please delete as appropriate