



## Indentures of Apprenticeship

["training contract"]

**EF1E**

Indentures of Apprenticeship ("training contract") made on the  day of  in the year 2025

**BETWEEN** \_\_\_\_\_ of \_\_\_\_\_

Solicitor (hereinafter referred to as the "**Master**")

**AND** \_\_\_\_\_ of \_\_\_\_\_

(hereinafter referred to as the "**trainee solicitor**")

### WHEREAS

This document, in the statutory language of the Solicitors (Northern Ireland) Order 1976 as amended and Regulations made under said Order, is described as "indentures of apprenticeship" but, throughout, the more modern equivalent term "training contract" is used; and, in the same context, "apprentice" is referred to as "trainee solicitor" and "service under apprenticeship" is referred to as "period of in-office training" and such "period of in-office training" shall be deemed to include any period of time during which the trainee solicitor is required to attend at the Institute of Professional Legal Studies (the "Institute") or undertake exams set by the Institute.

Throughout, the Law Society of Northern Ireland is referred to as the Law Society.

1. The Master agrees to provide training for the trainee solicitor according to the Regulations of the Law Society
2. The Trainee Solicitor agrees to be trained by the Master.

### DATE OF COMMENCEMENT AND FIXED TERM

3. This Contract begins on the 1st day of September 2025 and continues for 2 years subject to the provisions for earlier termination.

### COVENANTS OF THE MASTER

4. The Master will
  - a) to the best of his/her ability teach and instruct the Trainee Solicitor or cause him/her to be taught and instructed by his/her partner or partners or any assistant solicitor employed by any of them in the practice and profession of a solicitor;
  - b) ensure the Trainee Solicitor's salary is never less than the minimum as fixed by the Education Committee of the Law Society;
  - c) permit the Trainee Solicitor leave of absence:
    - (i) to prepare for and attend examinations at the Institute or elsewhere as may be prescribed, and
    - (ii) to enable the Trainee Solicitor to attend such courses, lecture, seminars or other instruction as may be prescribed from time to time by the Education Committee of the Council of the Law Society;
  - d) ensure adequate arrangements for guidance and supervision of the Trainee Solicitor;
  - e) make suitable arrangements to monitor the Trainee Solicitor's progress;

- f) complete the appropriate Affidavit of Traineeship; and
- g) abide by the terms of any code of conduct for training solicitors as may from time to time be notified by the Society to the solicitors profession, including Masters.

### COVENANTS OF THE TRAINEE SOLICITOR

5. The Trainee Solicitor will:
- a) carry out the duties given by his/her Master his/her partner or partners or any assistant solicitor employed by any of them honestly, faithfully and diligently and follow all reasonable instructions;
  - b) treat all information about his/her Master's firm its clients and their business as wholly confidential;
  - c) deal properly with any money or property entrusted to the Trainee Solicitor;
  - d) keep a proper record of any work done and training received;
  - e) comply with all requirements of the Law Society.
  - f) attend such courses, lecture, seminar or other instruction at the Institute or as may be prescribed from time to time by the Education Committee of the Council of the Law Society;
  - g) attend examinations at the Institute or elsewhere as may be prescribed; and
  - h) abide by the terms of any code of conduct for trainee solicitors as may from time to time be notified by the Law Society to the solicitors profession, including trainee solicitors.
6. If a dispute arises between the parties to the Contract the issues may be referred by either party to the Law Society.
7. This Training Contract may (subject to at least two months prior notice in writing to that intended effect being served by either party hereto on the other and on the Law Society) be terminated by mutual agreement in writing between the Master and the Trainee Solicitor. In addition it may be terminated by the Law Society with or without an application for that purpose by either party.
8. If the Trainee Solicitor is not offered a place at the Institute for the course of study leading to a Postgraduate Diploma in Professional Legal Studies commencing in the month of January next following the date hereof or if having been offered such a place the Trainee Solicitor refuses same then this Contract shall be null and void.

### SIGNED BY

The **MASTER**

The **TRAINEE SOLICITOR**

HANDWRITTEN  
SIGNATURE ONLY

HANDWRITTEN  
SIGNATURE ONLY

(Signature)

(Signature)

(Print Name)

(Print Name)

In the presence of:-

In the presence of:-

HANDWRITTEN  
SIGNATURE ONLY

HANDWRITTEN  
SIGNATURE ONLY

(Signature)

(Signature)

(Print Name)

(Print Name)