

Report form

This form is to help you make your report about the professional conduct or regulatory concerns about a person or firm regulated by the SRA. The information that you provide will assist us to regulate in the public interest and deal with your concerns quickly.

For all other enquiries or complaints, please refer to the services listed at the end of this form.

You can complete this form electronically or print it and fill it in manually.

Please return this form, with supporting documents, by email to report@sra.org.uk or post to:

Solicitors Regulation Authority
The Cube
199 Wharfside Street
Birmingham
B1 1RN

Please provide evidence to support your allegations.

Please do not send us original documents with your report. We scan incoming reports onto our systems and the paper copies are destroyed.

In all cases please tick the relevant boxes.

Contact details
Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Other – ☐ please specify
Your surname:
Your first name(s):
Your firm (if applicable):
Your address and postcode:
Your contact phone numbers(s):
Your email address:

If you need any reasonable adjustments or assistance to report your concerns then please tell us here.

Details of your report

Name of the person you are reporting:

Name of the firm:

Firms' address and postcode:

Firms' phone number:

Has the person you are reporting acted for you in the past?

It is important for us to know if you are complaining about someone who is or has acted for you as your solicitor. Please note that if you want to complain about the service that you received from your solicitor, you need to contact the Legal Ombudsman directly – see contact details at the end of this form.

a) Has the solicitor's firm acted for you in the past about this matter?

Yes ☐ No ☐

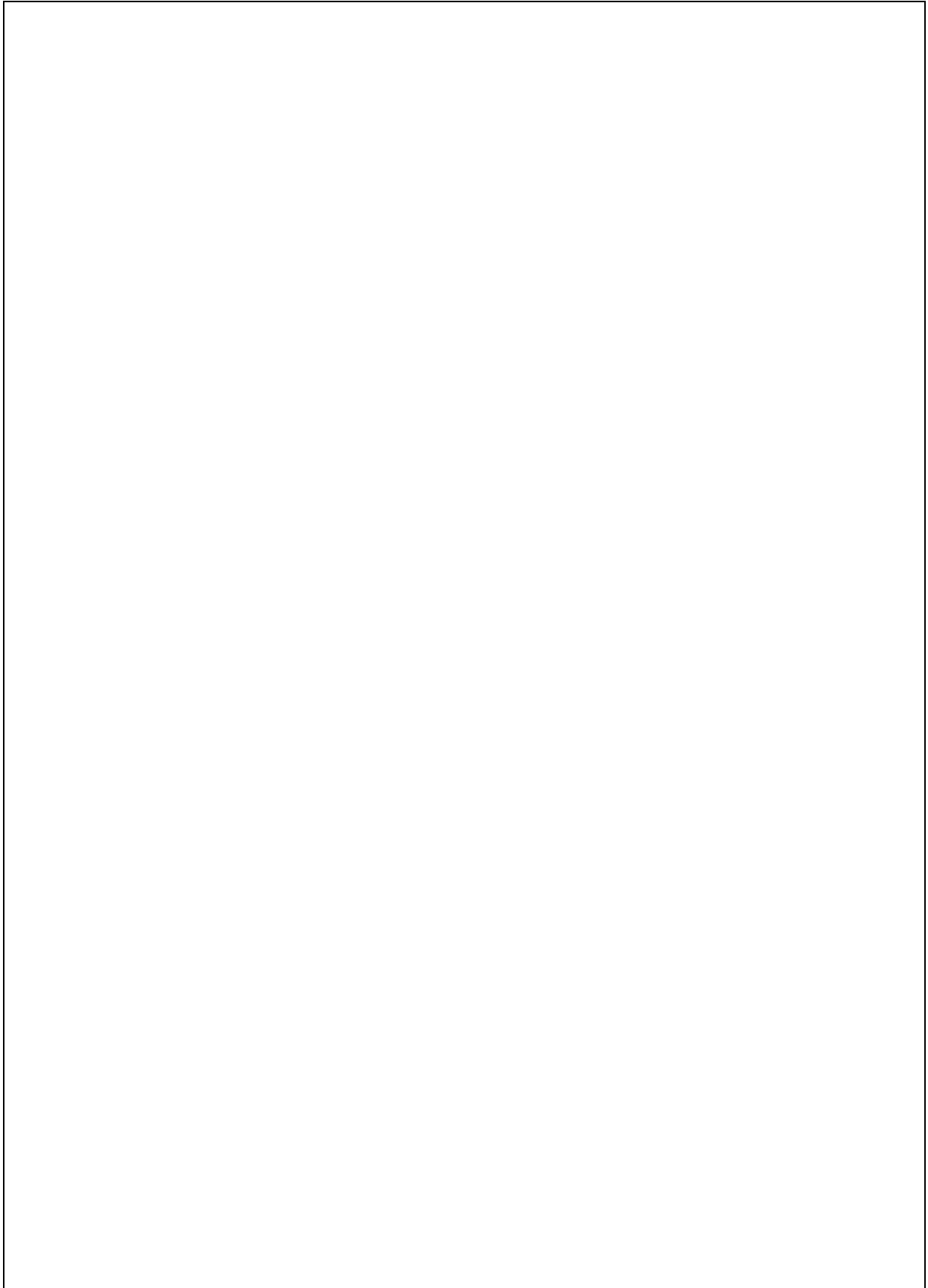
b) Does the individual you're reporting to us act for another person?

Yes ☐ No ☐

If the answer to the above question is "Yes", who is the solicitor acting for?

Please tell us your concerns as clearly as possible:

- provide as much relevant information as possible as this is what we will use to assess your report.
- include dates where appropriate.
- If you are reporting more than one solicitor/firm, please make clear what you think each has done wrong.
- If you have already contacted another organisation about this matter please tell us the outcome.



Please send in copies of any relevant documentation that supports your report together with a copy of this form. Please do not send us original documents. We scan incoming reports onto our systems and the paper copies are destroyed.

Your signature:

Date:

We recommend that you keep a copy of this form before you send it to us.

Data protection notice

The information you have provided in this form may be shared with third parties.

We usually have to disclose a complainant's complaint and identity to the person complained about or to the firm in which that person is involved. If a person making a complaint does not want to be identified we will try to respect that. However, if we are unable to progress a complaint where we think there is an overriding need to protect the public we may decide to disclose a person's identity.

If you'd like to know more about how we collect and use your information please read our privacy notice, available on our website at:

www.sra.org.uk/privacy

Useful contacts

Legal Ombudsman

We do not investigate or offer compensation for issues about the service that you received from your solicitor.

If you were a client of a solicitor and you want to complain about the service that you received from your solicitor, please contact the Legal Ombudsman.

Legal Ombudsman
PO Box 6806
Wolverhampton
W V1 9WJ
www.legalombudsman.org.uk
Tel: 0300 555 0333
email: enquiries@legalombudsman.org.uk

Contact Centre

For general SRA enquiries, including applications and renewals, please contact us at:

Solicitors Regulation Authority
The Cube
199 Wharfside Street
Birmingham
B1 1RN

Our telephone lines are open from 08.00 to 18.00, Monday, Wednesday, Thursday, Friday 09.30 to 18.00, Tuesday on 0370 606 2555. You can also email us at www.sra.org.uk/contactus

Professional Ethics Helpline

For solicitors regarding advice on the Code of Conduct, please contact Professional Ethics helpline on 0370 606 2577.