

ETHICAL STATEMENT

Professional Law Services Limited is committed to providing a high-quality professional service. We appreciate that obtaining legal advice can be daunting and often comes at times during uncertainty and personal or professional difficulty. Our aim is therefore to provide straightforward practical support and constructive advice, in a friendly manner, with costs identified and agreed as far as possible from the outset.

Regular communication is key to building and maintaining successful working relationships. We believe it is important to take the time to understand our client's situation, aims and preferences. Together we will formulate a working agreement which will provide clear actions and explanations to why we are advising certain courses of action.

Professional Law Services Limited will be transparent with clients in relation to their affairs and encourages clients to discuss any concerns or anything they do not understand with the member of staff responsible for their matter. In addition, to help us improve our standards, we ask that you also tell us if anything goes wrong with the service provided.

Respecting and protecting confidential information are central to our practice. We will not share or use any client information other than for the purpose of providing our services without prior agreement, unless we are required to do so by law.

We will uphold the “rule of law” and will not knowingly do, or advise or assist clients to do, anything that is illegal or unlawful.

All client funds are held in a trust account, separate from those of the business. A statement of funds held will be provided at least once a year where they are being held on long-term or ongoing basis. We will only hold funds in connection with an active legal matter and will not provide a banking facility for clients.