

**A Special Message from the Registrar**  
**The Institute of Law Clerks of Ontario (ILCO)**

**Completion of Statutory Declaration forms**  
**(for ILCO Membership Application and Certified Expert applications or renewals)**

In order to complete the Statutory Declaration for your ILCO membership application and/or your Certified Expert application or renewal, while working remotely during the COVID-19 pandemic, you may wish to review the information posted on the Law Society of Ontario's website which may be found at the following links\*:

***Alternative Means of Commissioning Documents***

<https://lso.ca/covid-19-response/faqs/practice-management#can-a-lawyer-or-paralegal-use-virtual-commissioning-in-the-context-of-covid-19--5>

***How Should a Lawyer or Paralegal Virtually Commission Documents?***

<https://lso.ca/covid-19-response/faqs/practice-management#how-should-a-lawyer-or-paralegal-virtually-commission-documents--5>

***Virtual Commissioning Checklist***

<https://lawsocietyontario.azureedge.net/media/lso/media/lawyers/practice-supports-resources/virtual-commissioning-checklist-en.pdf>

*\*The links to the Law Society of Ontario's website are reprinted with permission, for reference only, and is not intended as legal advice.*

If you are unable to utilize these methods to commission your documents, we strongly recommend that you practice physical distancing in order to complete and sign your documents.

*As always, we wish to remind our members: Please ensure that you log in to your ILCO profile to update your contact information, including your e-mail address, so you may receive our e-mail updates.*

June 1, 2021  
Christina Boodhan  
Registrar  
The Institute of Law Clerks of Ontario