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Chancery Duty - Request for Exemption

In principle, there is a duty to run a law firm. Under certain circumstances (in the case of particular hardship), it is possible to deviate from this by applying for exemption from the duty to run a law firm.

Prerequisites

- **Existing admission to the bar**

Documents required

- **Application for exemption from chancery duty**
A written application for chancery exemption must be submitted.
- **Evidence to prevent hardship**
Appropriate evidence must be submitted to avoid hardship pursuant to § 29(1) BRAO, e.g. evidence in the case of illness or parental leave by means of a medical certificate or notice of approval of parental leave; evidence in the case of further training abroad by submitting a copy of the confirmation letter from the relevant university.
- **For a law firm abroad - law firm address**
The binding indication of the law firm's address abroad is required pursuant to § 29a (2) BRAO.

Forms

- **Application for exemption from chancery duty**
(https://www.rak-berlin.de/download/mitglieder_pdfs_formulare/KzIPflichtBefreiung.pdf)

Fees

none

Legal basis

- **Federal Lawyers' Act (BRAO)**
(<https://www.gesetze-im-internet.de/brao/BJNR005650959.html>)

Average time to process request

Approx. 1 month

Notes on responsibility

The Berlin Bar Association is responsible for the application for exemption from the obligation to practise law.