

To the Judicial Education Committee  
And the Cayman Islands Legal Practitioners Association

[Date]

Dear Sirs,

**Re: the Judicial Clerkship of [Name of AC]**

By this letter [I/We] confirm: (1) as the training principal of [Name of AC] (the "**Articled Clerk**") and (2) on behalf of [Name of firm] (the "**Firm**"):

1. [I/The Firm] shall continue to be responsible for any remuneration of the Articled Clerk during the period of Judicial Clerkship in accordance with the relevant Articles of Clerkship or any related agreement.
2. [I/We] have reviewed and countersigned the Articled Judicial Clerk Protocol and understand the responsibilities of a Judicial Clerk set out in it. [I/We] shall use reasonable endeavours to avoid conflicts of interest arising from the Judicial Clerkship and the disclosure of confidential or sensitive information obtained by the Articled Clerk as a Judicial Clerk.
3. [I/We] agree to keep, in paper or electronic form, for 5 years from the date of commencement of the Judicial Clerkship, a record of the matters to which [I/the Firm] [have/has] been made aware that the Articled Clerk was assigned, exposed or privy to and other hearings that the Articled Clerk attended in the course of the Judicial Clerkship. ([I/We] note that the record may be the cause lists countersigned by the relevant clerkship supervisors and, in any event, shall contain the cause number, the parties or other title of the matters and the law firms involved.) [I/We] agree to make such record available to the Judicial Education Committee ("**JEC**") at any time and to any other interested party in the event of a potential conflict of interest or inability to act by reason of the Judicial Clerkship.
4. [I/We] attach:
  - (1) The likely schedule of seats for the Articles of the Articled Clerk;

(2) A list of any dates [I][the Firm] consider should be avoided for the term of the Judicial Clerkship; and

(3) A list of any matters to which [I][the Firm] consider the Articled Clerk should not be assigned.

5. [I/We] confirm that [I/ the Firm] have no reason to believe the Articled Clerk is unsuitable to be a Judicial Clerk and that if circumstances change that view [I/we] shall inform the JEC through the Cayman Islands Legal Practitioners Association.

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Signature of Training Principal

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[Signature of Partner on behalf of the Firm]

**[If separate person signs on behalf of the Firm]**

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**Printed Name**

\_\_\_\_\_

**Printed Name**