## Legal Clinics Procedure

A DMCC member company or member company employee can make a request for legal advice using the Request for Advice form available on the DMCC website.

On receipt of the Request for Advice the DMCC Disputes Centre will acknowledge receipt of the Request for Advice. The DMCC Disputes
Centre will match
Requests for Advice with
legal service providers
on a first come first
served basis.

The DMCC Disputes
Centre will provide the
legal service provider
with the Request for
Advice and the legal
service provider will
confirm whether they
accept or reject the
Request for Advice.

If the legal service provider accepts the Request for Advice the DMCC Disputes Centre will inform the Requesting Party of the date and time of the Legal Clinic appointment.

If no legal service provider is able to act the DMCC Disputes Centre will notify the Requesting Party that it has been unable to match the Request for Advice with a legal service provider.