

The information set forth below is provided to advise you of some, but not necessarily all, of the duties and consequences of the suspension of your license to practice law in Washington. Most of these duties arise from provisions of the Rules for Enforcement of Lawyer Conduct (ELC) as adopted by the Washington Supreme Court. The specific duties are set forth in their entirety in ELC Title 14, Rules 14.1 – 14.4, and you should carefully read those rules. Violation of these provisions concerning your Washington admission may subject you to discipline. These duties apply regardless of whether your license status has been active or inactive.

Within 25 days of your suspension, you must file an affidavit with this office in compliance with ELC 14.3, showing full compliance with the notice provisions of Title 14. If you, in fact, had no clients at the time of your suspension, you are still obligated to file the required affidavit, although that affidavit may simply state the lack of any clients at the time of your suspension.

Pursuant to ELC 14.2, you are prohibited from any further practice of law whatsoever. Violation of that provision may subject you to discipline. In addition, any lawyer who employs you to work in his or her office following your suspension may be subject to discipline, whether or not you are engaged in the “practice of law”. See RPC 5.8.

You must cease to hold yourself out as an “attorney at law” or lawyer in any manner whatsoever until reinstated. This would preclude use of any letterhead, business card, check, other document, office signage, or advertisement/webpage identifying you as an “attorney at law” or lawyer while you are in fact under suspension.

Pursuant to ELC 14.1, within 10 days of your suspension you must notify all clients of your suspension and inability to further represent them, and give similar notice to the lawyer or lawyers for any adverse party or the adverse party directly if not represented. If a client in a pending proceeding does not substitute counsel within 10 days, you must notify the court or agency of your inability to act in that case.

You must provide any client requesting your file on his or her case with that file, regardless of any possible claim of an attorney’s lien under RCW 60.40. See ELC 14.1(a).

