

Existing firm applications

Updated July 2020

Elect to become a Licensed Body (LDPs only)

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Eligibility

Existing SRA-authorized recognised bodies which meet all of the following criteria are eligible:

- currently holds Legal Disciplinary Practice (LDP) status
- has no more than 25 per cent non-lawyer management
- has no more than 25 per cent non-lawyer ownership
- is not increasing its non-lawyer management or non-lawyer ownership above 25 per cent
- is not changing legal entity.

If you do not qualify for the LDP election process, you need to apply to be a licensed body [\[solicitors/firm-based-authorisation/authorisation-recognition/\]](#).

Help with your application

If you are not sure whether you are eligible to elect to become a Licensed Body, contact us [\[contactus\]](#) before you submit your application.

How to apply

Existing managers, owners and compliance officers approved in their roles in the LDP will not require re-approval as part of the election process.

You may change your compliance officers and add new non-lawyer owners and/or managers to the entity (up to the 25 per cent limit).

Are there any new non-deemed individuals who have not previously been approved in their roles? If yes, you need to apply for approval of those role holders.

If your firm has any nominated role holders that under the money laundering regulations are considered a manager, beneficial owner or officer of the firm (BOOM), you will also need to apply for approval to us under regulation 26. These officers will be identified in mySRA after they have been approved by the role title anti money laundering officer.

You need to upload the LDP application, and your anti money laundering authorisation, as an attachment when you are making the manager, owner application within mySRA.

Apply for approval of a person as an authorised role holder
[\[https://my.sra.org.uk/\]](https://my.sra.org.uk/)

Log in to mySRA to apply, go to start a new application

[\[https://my.sra.org.uk\]](https://my.sra.org.uk)

Make changes to your Anti-Money Laundering authorisation
[\[https://my.sra.org.uk\]](https://my.sra.org.uk)

Log in to mySRA to apply

[\[https://my.sra.org.uk\]](https://my.sra.org.uk)

There is no fee for this application.

We will let you know if your application is incomplete or ineligible.

We aim to decide on your application within 30 days.

You can withdraw your application at any time before we make a decision.