



Visiting Counsel - Practice Resource Centre and Robing Rooms at the Waterloo Region Law Association

Welcome to the WRLA Library, Lounge and Robing Rooms!

The library, lounge and robing rooms are located in the Lower Level of the courthouse.

To access the robing rooms, please contact the Sarah Huie at the Waterloo Region Law Association if you wish to arrange for a locker a head of time via email shuie@waterloolaw.org , or telephone (519)742-0872 / toll-free 1-866-201-0168. Your Law Society ID card or another piece of photo ID will be needed as well.

The robing rooms, which include washrooms, are located in the Lawyers Lounge. Turn to the left upon entering the Lounge. The women's gowning room is the first door on your right and the men's gowning room is at the end of the hallway. A separate handicapped accessible washroom is located on the right hand side of the hallway. Each gowning room contains full lockers designated for day use only. Please contact library staff to obtain a lock.

The Lounge has a kitchen with a microwave and fridge. You are welcome to store any food in the fridge. We highly recommend you label any food you put in the fridge. A Keurig machine is located in the lounge's kitchen. Coffee & tea supplies are available. The Lounge also includes cell chargers.

The library, lounge and robing rooms are accessible to out-of-town counsel from 8:30 am-4:30 pm. If you would like access to the library, lounge and robing afterhours we suggest you apply for Associate membership with the WRLA. Any Lawyer or paralegals in good standing with the Law Society of Ontario who practise law or provide legal services in Ontario other than Waterloo Region and are a member of a separate law association can apply for Associate Membership. The cost of membership is \$84.75 (HST included). Associate membership would permit you to get an access card for the courthouse and library. This access would allow for 24/7 use of the courthouse and library. Please contact the library staff for membership.

Non-members of the WRLA still enjoy use of the library and are able to print and photocopy for .25/page. We do not permit invoicing for non-members. We do accept Visa, MasterCard, debit or cash for payment. Non-members are welcome to use the library materials in the library only. Non-members may not remove or borrow materials from the library.

Visiting counsel also has access to use any of our electronic services including Quicklaw, Lexis Practical Guidance, Westlaw, O'Brien's, Practical Law, Wrong Dismissal Database, VLex and Vincent, Rangefindr.ca and DivorceMate.

The Library and Lounge also offers Wi-Fi. Please speak with staff to assist you connecting to the Wi-Fi.

Please let staff know if there is anything we can do to assist you.