Privilege special rights which some people have because of

the job they do or their special status. For example, diplomats of foreign countries are

immune from arrest in the UK.

Privity of contract only the parties to a contract can sue each other

over breaches of contract.

Privy Council a body of people appointed by the Crown. Its

members include members of the royal family, present and former cabinet ministers and people who hold or have held high office. Its main duties are

advising the Queen.

Privy Purse money given to the Crown for royal household

expenses.

Probate authority to deal with a dead person's estate. When

someone has died and left a will, the executors of the estate apply to the court for this authority.

Probate Registry a registry which deals with the forms which are

needed when someone applies for probate.

Probation If a court convicts someone of an offence, the court

may order that the offender is supervised by a probation officer for a period of at least six months but for no more than three years. This is known as probation and it is an alternative to sending the

person to prison.

Process In law a process is:

a summons or writ which is used to order

someone to appear in court;

the whole of a case from beginning to end; or

· the total number of summonses or writs issued

during a case.

Procurator a person who has been given authority to manage

another person's affairs, such as under a power of

attorney.

Procurator fiscal under Scottish law, a person who acts as public

prosecutor and coroner.

Product liability the liability of manufacturers and sellers to

compensate people for unsafe goods which have

caused injury to people or property.

Promisee a person who has been promised something. **Promisor** a person who has promised something.

Promissory note a written promise to pay an amount of money to

someone at a given time.

Property the name for anything which can be owned.

Pro rata in proportion. For example, if 10 items cost £100 you

would expect three items to cost £30 if they were

priced pro rata. (This term is Latin.)

Prosecution the name for the team of people (lawyers and so on)

bringing proceedings against someone else. Also when legal proceedings are taken against someone it

is called a prosecution.

Prosecutor the person who brings legal proceedings, on behalf

of the Crown, against the accused.

Prospectus a formal document giving details of a company's past

performance and of its plans for the future. If a public company wants people to invest in it, it prepares a

prospectus.

Prostitution selling sexual services for money.

Protected tenancy a tenancy agreement for a house. It gives the tenant

the right to a fair rent and protection from eviction as long as the terms and conditions of the tenancy

agreement are kept to.

Proviso a clause in a legal document which qualifies another

section of the agreement.

Provocation causing someone to lose their self-control by doing

or saying something (such as threatening to harm a baby) which would cause a reasonable person to

temporarily lose their self-control.

Proxy a person appointed by a shareholder to go to a

meeting of shareholders. The proxy can vote at the

meeting for the shareholder.

Proxy form a form for shareholders by which, if it is delivered to

a company at least 48 hours before the

shareholders' meeting, the person who is the proxy

will be able to vote at that meeting.

Public mischief something that someone does which damages the

general community.

Public nuisance a crime by which the general public is put in danger

or suffers damage to its health, property and so on.

Putative father the man found by a court to be the father of an

illegitimate child.

Q

Qualifying child when used in connection with Child Support this

means a natural child or adopted child who is under

16, or under 19 if receiving full-time education.

Quango an organisation set up by the Government to do a

particular activity. It is partly independent and does

not form part of the Government.

Quarter days in England the days when payments which are made

every quarter should be paid. The quarter days are the days that the seasons are said to start. The actual

dates and their names are:

25 March - Lady Day;

24 June - Midsummer Day;

• 29 September - Michaelmas Day; and

• 25 December - Christmas Day.

Queen's Bench Division

part of the High Court. Its main function is to deal

with civil cases.

Queen's Counsel (QC) a barrister who has been chosen by the Lord

Chancellor to serve as counsel to the Crown. A Queen's Counsel is more senior than other

barristers.

Queen's evidence evidence for the prosecution given by someone who

is also accused of the crime being tried.

Quiet enjoyment allowing a tenant to use land without interference.

When a tenancy is created the landlord is expected to

allow the tenant to use the land without any

interference, unless the tenancy agreement allows it.

Quiet possession using property without interference. When property is

sold the buyer should be able to use the property free

from interference by the seller.

Quorum the lowest number of qualifying people needed for a

meeting to be able to make a decision.

R

Racial discrimination treating someone less favourably because of their

race, colour, nationality or culture.

Rack rent the full market value rent of a property.

Rape having sex with a person without their permission

(such as if they were asleep or unconscious) or forcing them to have sex against their will.

Real relating to immovable property such as buildings or

land.

Real estate land owned by someone who has died. In the USA it

is also land and buildings used for business

purposes.

Real property land and buildings, minerals in the land and rights

over the land.

Realty another word for real property.

Reasonable force necessary force. Reasonable force is a complex

issue but essentially use of some force must be necessary to defend your property or yourself and the force used must be in proportion to the threat.

Receiver someone appointed to:

• sell assets to raise money to repay lenders; or

protect property.

Receiving gaining control of stolen property.

Recognisance an undertaking, given by someone to a court, to

make sure that they do what the court requires. If they do not do as the court wishes they may have to

pay a sum of money.

Record the documents in a court case from beginning to

end.

Recorder a part-time High Court judge.

Recovery regaining possession of land by taking court

proceedings.

Redemption paying off all the money borrowed under an

agreement.

Redundancy being dismissed from a job because it no longer

exists.

Registered land any land recorded at the Land Registry. There is a

system of recording and registering, at the Land Registry offices, details of land ownership and

interests in land.

Registered office the official address where documents can be served

on a company.

Also, the company's registers can be inspected at the registered office.

Registrar of Companies

an official in charge of the office which keeps records of registered companies. There is a registrar for Scotland and another one for England and Wales.

Reinsurance an insurance company insuring part of a risk it is

covering. If an insurance company has taken on a large insurance contract it may decide to spread the risk of loss by insuring part of the risk with another

insurance company.

Release means:

to give up a valid claim against someone;

• to free someone from prison; or

a document used to cancel a claim one

person has against another.

Remainder an interest which starts when a previous interest

finishes. When more than one person has been left an interest in land the first person to possess an interest will have to die before the next person can

possess an interest in the land, and so on.

Remand being kept in prison or paying bail. If an accused

person is placed on remand they are either kept in prison for a short period or have to pay bail or get someone to pay it for them. It is used for short

periods before a trial starts.

Remedy using the law to get compensation for damage done

or for rights infringed. Also, a remedy can be using

the law to prevent something from happening.

Renouncing probate a proposed executor refusing to act. Sometimes

when a testator dies an executor will not wish to accept appointment. The executor has to tell the

Probate Registry about it in writing.

Rent a regular payment to the landlord by a tenant in

return for being allowed to possess and use the

landlord's property.

Repeat offender a person who continues to commit the same offence.

Reply a claimant ('plaintiff' before April 1999)'s answer to a

claim. In a civil case the defendant may offer a defence to the claim, or even make a counterclaim.

Repossession or

Repossess a mortgagee recovering vacant possession of the

property mortgaged.

Representation

acting on behalf of someone else (such as a solicitor acting for a client);

solicitor acting for a client);

 taking someone else's place (such as when a court gives an executor the right to deal with a

dead person's affairs); or

a statement in a contract.

Representative action one or more people, in a group of people with the

same grievance, taking legal action representing the

group.

ls:

Reprieve a judge suspending or cancelling punishment for an

offence.

Rescission the cancellation of a contract.

Reservation of title a contract which leaves ownership of the goods with

the seller until the goods have been paid for.

Reserves money set aside in accounts which can be spent in

later years. Some types of reserve can only be spent

if certain conditions are met.

Residence order an order which a court issues when it has decided

where a child should live, setting out details of the

court's decision.

Residuary legacy what remains to be given out from an estate after all

debts, taxes and specific legacies have been paid.

Residue what is left of an estate after all debts, taxes,

expenses and specific legacies have been dealt with.

Res ipsa loquitur proof is not needed because the facts speak for

themselves. If the defendant was in charge of events and an accident was caused on the face of it by negligence, then it may be presumed that the defendant was negligent unless there is evidence to

the contrary. (This term is Latin.)

Resisting arrest a person trying to prevent the police arresting him or

her. A charge could be made of obstructing a police

officer in the course of duty.

Resolution a decision taken by the members of a company in a

meeting.

Respondent the person an action is being taken against.

Restitution is:

an order for the return of stolen goods to the victim of the theft or for compensation to be

paid to the victim; or

 a writ, following a successful appeal, for the return of the items lost after the original case.

Restraining order an order which a court may issue to prevent a person

from doing a particular thing. For example, if someone has been harassing another person, the court may

order that the harassment must stop.

Restriction when placed on a piece of land the owner cannot sell

or mortgage the land.

Restriction orderThis order by the Crown Court prevents a person

being discharged from hospital, to protect the public.

Restrictive covenant a deed which restricts how a piece of land can be

used.

Retainer a payment to a barrister to act in a case.

Retention of title another term for reservation of title.

Reversion

Revocation cancellation.

Revoke to cancel or withdraw.

Revolving credit

Agreement a loan agreement under which a person can borrow

again to top up the loan, as long as they do not go

over their credit limit.

Right of way a legal right obliging the owner of land to allow

authorised people to cross it.

Rights issue an issue of extra shares by a company. Existing

shareholders can buy extra new shares in proportion to the shares they already hold. The shares are usually on sale at a lower price than the stock market

price to encourage shareholders to buy. The

shareholders can sell the rights if they do not wish to

use them.

Riot a gathering of 12 or more people using, or

threatening to use, violence to achieve a common

end.

Robbery using or threatening to use force while carrying out a

theft.

S

Sale or return an arrangement under which goods can be kept by

the potential buyer for a period while their resale is attempted. Unsold goods can be returned if the conditions of the contract have been kept to and the

buyer pays for the goods used.

Salvage compensation paid by the owners for saving ships,

aircraft and property from the sea.

Satisfaction is:

paying a debt;

• settling an obligation by an act; or

 settling an obligation by substituting something satisfactory for what was originally required.

Scheme of Arrangement

an agreement between a person with debts, who cannot pay them when they are due, and the creditors. The creditors share the money the debtor manages to pay in proportion to what they are each owed.

Scrip a certificate showing the extra shares and fractions

of shares the owner is entitled to.

Scrip dividend a dividend paid in shares instead of cash.

Scrip issue free shares offered to the members of a company in

proportion to their shareholdings.

Search inspection of the registers maintained by

organisations such as the Land Registry. When a person intends to buy a property such as a house, a solicitor arranges the inspection. This is to find out if there is any adverse information about the property

or the surrounding area.

Search warrant a warrant issued by a magistrate, or High Court

judge, to allow police officers to search premises.

Securities stocks, shares, debentures and so on where there is

a right to receive interest or dividends from the

investment.

Security something of value pledged to a bank by a borrower.

If the borrower fails to repay the debt, the bank can

sell the security and repay the debt out of the

proceeds of the sale.

Security of tenure protection from a landlord attempting to obtain

possession of the property the tenant is renting.

Sedition writing things or saying things which encourage

ordinary people to rise up against the Government or

which cause discontent.

Sentence the penalty the court imposes on someone found

guilty of an offence.

Separation order a court order that a husband and wife can live

separately if they wish.

Sequestration a court order for the seizure of someone's property.

Settle means:

to create a settlement;

· to end a case by agreement; or

to draw up a contract and agree its terms.

Settlement when property is bestowed, usually by a will or a

deed, on a trust for the benefit of people decided by the settlor. It also means voluntarily agreeing to

settle a civil case.

Settlor the person who gives property to a settlement.

Several separate (not joint).

Shadow director a person who has not been appointed a director of a

company but nevertheless gives instructions to the

directors, which they comply with.

Share capital the money invested directly in a company by its

members. When the shares are first made available by the company, people can apply to buy them. The company states the price it wants for the shares.

Share certificate a document which certifies who owns shares in a

Company. It gives the type and number of shares owned by the shareholder and lists the serial

numbers of the shares.

Share premium Account

Account in a set of books recording the extra amount over face value that shares have been

amount over face value that shares have been issued for. If shares are issued for more than their face value, the extra amount over face value is

called a share premium.

Sheriff someone appointed each year by the Crown to be a

county's senior officer. Each county in the UK has a sheriff. To be eligible for the office the person must own some land in the county. The areas of the law which come within the sheriff's jurisdiction are largely

dealt with by the under-sheriff.

Shoplifting stealing goods from a shop.

Shorthold tenancy a tenancy under which the law allows the landlord to

repossess the house.

Sine die indefinitely. If a case has been adjourned sine die no

date has been set for it to be continued. (This term is

Latin.)

Slander saying something untrue about a person or doing

something, such as making a gesture, which

damages their reputation.

Small claims court a section of the county court which deals with small

claims. There is a simplified way of making a claim in the county court in a civil case where the claim is for no more than £5000 (or £1000 in personal injury

cases). Neither side can claim costs.

Smuggling importing or exporting goods illegally to avoid a ban

on them or to avoid the duties on them.

Sold note a note that shows details of investments which have

been sold, including the sale price and any charges taken. Stockbrokers produce sold notes for their

clients.

Soliciting a prostitute attempting to get clients in a street or

other public place.

Solicitor a person who can deal with legal matters for the

public and give advice on legal matters. All solicitors are listed on the roll of solicitors kept by the Law

Society.

Some solicitors can appear for their clients in some

of the lower courts.

Solicitor General the assistant of the Attorney General. They both

advise the Government.

Special resolution a resolution which must be approved by holders of at

least 75% of the shares with voting rights. (Some types of share give their owners the right to vote at shareholder meetings, but there are other types

which do not.)

Specific performance a court order to complete a contract. The courts may

order a person who has failed to fulfil an obligation

under a contract to complete it.

Spent conviction a conviction which, after the passage of a stated time

period, does not have to be disclosed (revealed) to a

court.

Squatter a person who occupies land illegally.

Stalking the name given to a form of harassment where a

person is made to feel alarmed or distressed by another person's actions. The prosecution has to prove that a reasonable person would have known that the behaviour would create distress or fear. The harassment must have happened on at least two

occasions.

Stamp duty a tax on the transfer documents for certain types of

transaction. Examples are buying shares, patent

rights and properties.

Statement of claim the claimant's written statement setting out the claim

in a civil case. (This term has not been used since

April 1999.)

Status how the law regards a person, such as whether the

person is a minor or a bankrupt and so on.

Statute an Act of Parliament.

Statute book all the existing statutes in a country.

Statute law the law created by Acts of Parliament.

Statute of limitation a statute which sets out the time limits within which a

court action must take place.

Statutory accounts company accounts which have been filed with the

Registrar of Companies. The accounts have to disclose (show) the information required by the

Companies Acts.

Statutory audit an audit required by law. Certain companies have to

have their accounts audited by suitably qualified

accountants.

Statutory books books of account which companies must keep by law

to show and explain all their transactions.

Statutory demand a written demand for payment of a debt of more than

£750.

Statutory instrument a power delegated by Parliament. Parliament can

delegate its power to make and amend law to a person or organisation. A statutory instrument is one of these powers and is used by government ministers

to amend legislation.

Stay of execution the suspension of the carrying out of a court order.

Stipendiary magistrate a magistrate who gets a salary.

Stockbroker a person who buys and sells stocks and shares for

clients.

Subduct to withdraw.

Subject to contract an agreement which is not binding until a contract

has been signed.

Sub judice describes something being dealt with by a court

which cannot be discussed outside the court. (This

term is Latin.)

Subpoena a writ requiring the person it is addressed to to attend

at a specific place (such as a court) on a specific

date and at a stated time.

Subrogation substituting one person for another including all

rights and responsibilities.

Subscribers the people who set up a limited company.

Subsidiarity subsidiary activities. Member countries of the

European Community agreed that activities could be done by the individual member countries unless they could not do them adequately alone. The European Community therefore should only do subsidiary

activities and this is called subsidiarity.

Subsidiary a company controlled by another company. The

control is normally a result of having more than 50%

of the voting rights.

Sue to start legal proceedings in the civil court against

someone.

Suicide the act of killing oneself intentionally.

Sui generis describes something that belongs in a particular

category or is the only one of its class. (This term is

Latin.)

Sui juris describes someone who can enter into a contract

without any restriction. (This term is Latin.)

Suit proceedings brought by one person against another

in a civil court.

Summary judgement obtaining judgement without a trial. In an action in

the High Court to recover damages or a debt, if the claimant ('plaintiff' before April 1999) swears an affidavit that it is believed that there is no defence to the claim, the claimant ('plaintiff' before April 1999)

can obtain summary judgement.

Summary offence an offence that can only be tried by magistrates.

Most minor offences are summary offences.

Summary proceedings a trial by magistrates, where the defendant has the

right to choose which court should hear the case, but

has agreed to be tried in the magistrates' court.

Summary trial a trial by magistrates.

Summing up the judge's summary of a case. At the end of a trial

by jury the judge explains points of law in the case to the jury, explains the jury's role and summarises the

evidence.

Summons an order by a court that a person attend at a

particular court at a stated time on a particular date.

Superior courts the higher courts in English law, which include the

High Court, the Court of Appeal, the Crown Court and the House of Lords. Their decisions act as

precedents for the lower courts to follow.

Supervision order a court order that a child should be supervised by a

probation officer or a local authority.

Supra above (see above or before in the document). (This

word is Latin.)

Supreme Court the highest court in the UK, the Supreme Court is

the final court of appeal for both civil cases in the UK,

and for criminal cases in England, Wales and

Northern Ireland.

Surcharge a penalty charged if tax is paid late. It is also an extra

charge banks make if customers do not keep to the

agreements they made with the bank.

Surety someone who takes responsibility for someone else's

debts or promises, and guarantees that they will be paid or undertaken (done). It is also the name for the money put up as security that someone will appear in court. If they do not appear in court the money will

be forfeited.

Suspended sentence a sentence that is postponed until the offender is

convicted of another offence.

SWIFT payment a payment from one bank account to another using

the SWIFT system. SWIFT stands for Society for Worldwide Interbank Financial Telecommunications and it is an international system for paying by credit

transfer.