

Application notice

Part 18 of the Family Procedure Rules 2010

Notes to applicants

- Before filling in this form, please read the guidance notes on completion.
- You must complete Parts A **and** B, **and** Part C if applicable.

Name of court	
Case no./ Serial no.	
Name of child	
Date issued	
Fee charged/ Remission ID	

Part A

I (We)

◀ Note 1

and

of

◀ Note 2

intend to apply for an order (a draft of which is attached) that:

◀ Note 3

because:

◀ Note 4

Part B

I (We) wish to rely on: *(tick one box)*

- the attached (witness statement)(affidavit)
- evidence in Part C in support of this application

*(I am)(We are) intending to adopt the child who is the subject of this application and

◀ Note 5

wish to keep my/our identity confidential and apply for a serial number

have already been assigned a serial number, which is

*(delete if not applicable)

*I/We wish the court to deal with this application without a hearing

*(delete if not applicable)

My/our solicitor's name and address is:

Name of solicitor	
Name of firm	
Address (including postcode)	

Telephone no.		Fax no.	
DX no.			
E-mail address			
Fee account no.			

First applicant

Print full name _____

Signed _____ Date _____

*(Applicant)(Solicitor)(Applicant's litigation friend)

(*Delete as appropriate)

Second applicant

Print full name _____

Signed _____ Date _____

*(Applicant)(Solicitor)(Applicant's litigation friend)

(*Delete as appropriate)

Case no./ Serial no.	
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Part C

I (We) wish to rely on the following evidence in support of this application:

Statement of Truth - First applicant

*(I believe)(The applicant believes) that the facts stated in Part C are true.

Print full name _____

Signed _____ Date _____

*(Applicant)(Solicitor)(Applicant's litigation friend)

*(*Delete as appropriate)*

Proceedings for contempt of court may be brought against a person who makes or causes to be made, a false statement in a document verified by a statement of truth.

Statement of Truth - Second applicant

*(I believe)(The applicant believes) that the facts stated in Part C are true.

Print full name _____

Signed _____ Date _____

*(Applicant)(Solicitor)(Applicant's litigation friend)

*(*Delete as appropriate)*

Proceedings for contempt of court may be brought against a person who makes or causes to be made, a false statement in a document verified by a statement of truth.

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Notes on completion

Note 1

Your name(s)

Enter your full name (in the case of two applicants, the full name of both applicants), surname last.

Note 2

Your address

If you do not want your address to be disclosed to any other party, do not enter it on this application notice. Instead you should enter the details on Form A65, which you must file at the court with your application notice. The information will not then be disclosed to any other person, except by order of the court.

If you withhold your address on the application notice, you should make sure that the reason you give for your application, any evidence set out in Part C, and any draft order or witness statement attached to your application does not include information that could lead to your address being disclosed.

Important: if you are intending to adopt the child to whom your application relates, please see note 5 below.

Note 3

The order you are asking the court to make

State clearly what order you are seeking and, if possible, attach a draft.

Important:

- if you are making an application under section 26(3)(f) of the Adoption and Children Act 2002 (seeking an order giving permission to apply for contact with a child who an adoption agency has placed for adoption or is authorised to place for adoption), **you must also attach a draft of your application form for a contact order (Form A53);**
- if you are making an application under section 42(6) of the Adoption and Children Act 2002 (seeking an order giving permission to apply for an adoption order before the child you are intending to adopt has lived with you for the period required under the Act) **you must also attach to your application notice an additional sheet giving the details required in paragraph 3.3 of the Practice Direction 18A supplementing Part 18 of the Family Procedure Rules 2010.**

Note 4

Reasons for your application

Briefly set out why you are seeking the order. Include material facts on which you rely, identifying any rule or statutory provision.

Note 5

Prospective adopters

If you are intending to adopt the child to whom your application relates and you do not want your identity to be made known to the child's parents or guardians, the court will issue you with a serial number. Any documents sent to the parents/guardians will show the serial number, not your personal details. If you are required to attend the same court hearing, the court will make arrangements to ensure that your identity is protected.

If you have already been given a serial number in other proceedings relating to the child, please enter the serial number in the space provided.

You should still give the details of your address on this application notice, as they will be needed by the court.

If you wish your identity to be kept confidential, you should make sure that the reason you give for your application, any evidence set out in Part C, and any draft order or witness statement attached to your application does not include information that could lead to your identity being disclosed.