



Notice of Issue of Extension/Amendment of Certificate

No.

IN THE

[COUNTY COURT] [FAMILY COURT]

[DIVISION]

Between
and

Applicant/Claimant/Petitioner⁽¹⁾

Defendant/Respondent⁽¹⁾

TAKE notice that Certificate No.
dated the day of
which was issued by the Legal Aid Agency
to

was amended on the day of

The certificate is: Emergency Substantive

Nature of amendment:

Amendment to description of proceedings covered.

The new description of the certificate is:

The level of service covered by the certificate has been amended to cover full representation.

The certificate has been extended to bring or defend an appeal.

The certificate now covers :

Dated

Signed

of

Solicitor for

To

(1) Delete as appropriate

Note to Client's Solicitor

- This notice must be served in accordance with Regulation 38 of Part 4 of the Procedure Regulations.
- Under the Procedure Regulations, Part 4, Regulation 38(4) this notice is only required to be served on opponents in the limited circumstances provided for above. Service of this notice is not required for other types of amendment (for example, changes to limitations on certificate) and the costs of service may not be recoverable in such circumstances from the Legal Aid Agency.

Notes to Opponent or Opponent's Solicitor

- If a certificate has already been issued to your client in these proceedings you must notify your Legal Aid Agency Regional Office that a certificate has been issued to your client's opponent - Procedure Regulations, Regulation 40(3)(c).
- All monies payable to the client must be paid to his/her solicitor or, if he/she is no longer represented by a solicitor, to the Legal Aid Agency. This is so even if his/her certificate has been withdrawn or revoked. Only the solicitor or the Legal Aid Agency is capable of giving good discharge for monies so payable - Regulation 13, Civil Legal Aid (Statutory Charge) Regulations 2013.