

**Central Commissioning Team**  
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**By Email**

Date: 21 July 2016

**For the attention of the Contract Liaison Manager**

Dear Sirs,

**2013 Standard Civil Contract (Welfare Benefits) (“the Contract”): Notice of Extension of the Contract Period**

I write further to the “Headline Intentions for alignment of civil face to face contracts in 2018” document which was published on the Legal Aid Agency’s (“LAA”) website in November 2015.

Your Contract was due to expire on 31 October 2016. In accordance with Clause 2.3 of your Contract for Signature the LAA now gives you notice that it is extending the Contract Period for an additional 17 months.

**The LAA now requires you to continue to provide the Contract Work upon the same terms and conditions as detailed within your Contract until 23:59:59 on 31 March 2018.**

You do not need to take any further action for this extension to take effect.

This notice is given and will be deemed to have been received in accordance with Clause 20 (Giving Notices) of the Standard Terms. For clarity of interpretation, any terms which are capitalised but not defined within this letter shall have the meaning given to them in the Contract.

If you have any queries in relation to the above, you should contact your Contract Manager.

Yours faithfully,



Hugh Barrett  
**Director of Legal Aid Commissioning and Strategy**