



Register your lasting power of attorney

Use this form if the LPA you want to register was made using an LPA114, LPA117, LP PA or LP PW.

Registering an LPA Costs **£82**

This fee is means-tested:
see the application
Guide part B

How to complete this form

**PLEASE WRITE IN CAPITAL LETTERS USING A
BLACK PEN**

☐ X Mark your choice with an X

☐ If you make a mistake, fill in the box and then mark the correct choice with an X

This form is also available in Welsh. Call the helpline on 0300 456 0300.

This document contains some standard-size text but this is only for the Office of the Public Guardian's use.

Before you start

Before the lasting power of attorney (LPA) can be used, it **must** be registered by the Office of the Public Guardian (OPG). Fill in this form to register the LPA. See the Registration guide, part B.

People to notify

If there are any ‘people to notify’ (also called ‘people to be told’ or ‘named people’) listed in the LPA, you must notify them that you are registering the LPA now. See the Registration guide, part C.

Fill in and send each of them a copy of the form to notify people – form LP3.

When you sign section 5 of this form, you confirm that you’ve sent them the forms to the ‘people to notify’.

Two lasting powers of attorney

If you are applying to register two LPAs, you must complete a copy of this form for each LPA.

Check your registration

When you've filled in this form you can use this checklist to help you make sure you have completed it correctly.

- ☐ I am either the donor or an attorney on the enclosed LPA form.
- ☐ I've completed sections 1 to 5 of this form.
- ☐ I used form LP3 to notify the 'people to notify' (also called 'people to be told' or 'named people'), if any were named on the LPA form.
- ☐ If the attorneys are applying to register the LPA and were appointed 'jointly' in the attached LPA, they have all signed section 5 of this form.
- ☐ (Optional) I've paid the application fee or applied for a reduced fee. If I've applied for a reduced fee, I've included form LPA120A and the required evidence.
- ☐ I've included all the pages of the LPA form in the envelope, even the ones where I didn't write anything or there were no boxes to fill in.

When completed send to:

**Office of the Public Guardian
PO Box 16185
Birmingham B2 2WH**

Register your lasting power of attorney

Section 1

About the lasting power of attorney



Help?

For help with this section, see the Guide, part B1.

Donor

Title

First names

Last name

What type of lasting power of attorney (LPA) is being registered? (tick one only)

If you are registering 2 LPAs, you must fill in one form for each LPA.

☐

Property and financial affairs

☐

Health and welfare

Section 2

The applicant



Help?

For help with this section, see the Guide, part B2.

You can only apply to register if you are either the donor or attorney(s) for this lasting power of attorney (LPA). The donor and attorneys should not apply together.

Who is applying to register the LPA? (tick one only)

☐

Donor – the donor needs to sign section 5 of this form.

☐

Attorney(s) – If the attorneys were appointed jointly in the LPA then they **all** need to sign section 5 of this form. Otherwise, only one of the attorneys needs to sign.

Write the name and date of birth for each attorney that is applying to register the LPA. Don't include any attorneys who are not applying.

Title	First names								
Last name									
Date of birth									
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Day	Month Year								

Title	First names								
Last name									
Date of birth									
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Day	Month Year								

Title

First names

Last name

Date of birth

Day

Month

Year

Title

First names

Last name

Date of birth

Day

Month

Year

Section 3

Who do you want to receive the LPA?



Help?

For help with this section, see the Guide, part B3.

We need to know who to send the LPA to once it is registered. We might also need to contact someone with questions about the application.

We already have the addresses of the donor and attorneys on the LPA form, so you don't have to repeat any of these here unless they have changed.

Who would you like to receive the LPA and any correspondence?

☐

The donor

☐

An attorney (write name below)

☐

Other (write name and address below)

Title

First names

Last name

Company (optional)

Address

Postcode

How would the person prefer to be contacted?

You can choose more than one.

☐

Post

☐

Phone

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☐

Email

☐

Welsh (We will write to the person in Welsh)

If you need to update anyone else's address, use section 6.

Section 4

Application fee



Help?

For help with this section, see the Guide, part B4.

There's a fee for registering a lasting power of attorney – the amount is shown on the cover sheet of this form or on form LPA120.

The fee changes from time to time. You can check you are paying the correct amount at www.gov.uk/power-of-attorney/how-much-it-costs or call 0300 456 0300. The Office of the Public Guardian can't register your LPA until you have paid the fee.

How would you like to pay?

☐

Card

For security, don't write your credit or debit card details here.

We'll contact you to process the payment.

Your phone number

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☐

Cheque

Enclose a cheque with your application.

Reduced application fee

If the donor has a low income, you may not have to pay the full amount. See the Guide, part B4 for details.

☐

I want to apply to pay a reduced fee

You'll need to fill in form LPA120 and include it with your application.

You'll also need to send proof that the donor is eligible to pay a reduced fee.

For OPG office use only

Payment reference

Payment date

Day

Month

Year

Amount

Section 5

Signature



For help with this section, see the Guide, part B5.

The person applying to register the lasting power of attorney (LPA) (see section 2) must sign and date this section. This is either the donor or attorney(s) but not both together.

If the **attorneys** are applying to register the LPA and they were appointed to act **jointly** they must all sign.

By signing this section I confirm the following:

- I apply to register the LPA that accompanies this application
- I have informed 'people to notify' named in the LPA (if any) of my intention to register the LPA
- I certify that the information in this form is correct to the best of my knowledge and belief

Signature or mark

Date signed

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Day

Month

Year

Signature or mark

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Date signed

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Day

Month

Year

Signature or mark

--

Date signed

--	--	--	--	--	--	--	--

Day

Month

Year

Signature or mark

--

Date signed

--	--	--	--	--	--	--	--

Day

Month

Year

If more than 4 attorneys need to sign, make copies of this page.

Section 6

Addresses

Use this page:

- if the LPA was made before 1 October 2009, to tell us **all** the attorneys' addresses
- if the LPA was made since 1 October 2009 and the donor or any attorney has changed address

Title	First names
<input type="text"/>	<input type="text"/>
Last name	
<input type="text"/>	
Address	
<input type="text"/>	
Postcode	<input type="text"/>
Email address	
<input type="text"/>	

Title

First names

Last name

Address

Postcode

Email address

Title

First names

Last name

Address

Postcode

Email address

Title

First names

Last name

Address

Postcode

Email address