

Application notice for applications to be joined as a party

For office use only
Date received
Date issued

Case no.

Full name of person to whom the application relates
(this is the name of the person who lacks, or is alleged to lack, capacity)



Please read first

- If you wish to apply to be joined as a party to the proceedings then you need to complete this application notice. You must be joined as a party to oppose an application or seek a different order.
- Do not complete this form if you have been served with a copy of COP1 application form or have received a COP15 notice that an application form has been issued. Instead you need to complete and file a COP5 acknowledgment of service/notification in order to be joined as a party.
- If your application relates to another matter and is made in the course of existing proceedings then you need to complete the COP9 application notice.
- You may have to pay a fee when you make an application. Refer to the leaflet COP44 Court of Protection – Fees for details.
- You may need to pay for any costs you incur during the proceedings. If the court considers that you have acted unreasonably you can be ordered to pay the costs incurred by other parties.
- Please continue on a separate sheet of paper if you need more space to answer a question. Write the case number, your name and the name of the person to whom the application relates, and the number of the question you are answering on each separate sheet.
- For assistance in completing this form please see guidance notes and website www.gov.uk/court-of-protection
- Court of Protection staff cannot give legal advice. If you need legal advice please contact a solicitor.

Section 1 - Your details (the person applying to be joined as a party)

1.1 Your details Mr. Mrs. Miss Ms. Other _____

First name

Middle name(s)

Last name

1.2 Address
(including
postcode)

Telephone no.

Daytime	
Evening	
Mobile	

E-mail address

1.3 Is a solicitor representing you? Yes No

If Yes, please give the solicitor's details.

Name

Address
(including
postcode)

Telephone no.

Fax no.

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DX no.

E-mail address

1.4 Which address should official documentation be sent to?

Your address

Solicitor's address

Other address (please provide details)

Section 2 - Your application

2.1 What is your connection to the person to whom the application relates?

2.2 What is your interest in the proceedings?

2.3 Do you consent to the application?

Yes

No

2.4 Do you oppose the application?

Yes

No

If Yes, please set out your grounds for doing so.

2.5 Do you propose that a different order should be made?

Yes

No

If Yes, please set out what the order is.

2.6 Any evidence in support of your application must be filed with this application notice. If you are attaching any written evidence please use the COP24 witness statement form

Evidence attached

Section 3 – Attending court hearings

3.1 If the court requires you to attend a hearing do you need any special assistance or facilities? **(see note 1)**

Yes No

If Yes, please say what your requirements are. If necessary, court staff may contact you about your requirements.

Section 4 - Statement of truth

The statement of truth is to be signed by you, or your solicitor or your litigation friend.

*(I believe) (The applicant believes) the facts stated in this application notice are true.

Signed

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

Name

Date

Name of firm

Position or office held

* Please delete the options in brackets that do not apply.

Now read note 2 about what you need to do next.

Guidance notes

Note 1

Attending court hearings

If you need special assistance or special facilities for a disability or impairment, please set out your requirements in full. It is important that you make the court aware of your needs to avoid causing any delays.

The court staff will need to know, for example, whether you want documents to be supplied in an alternative format, such as Braille or large print. They will also need to know about any specific requirements should there be a hearing, such as wheelchair access, a hearing loop or a sign language interpreter.

Note 2

What you need to do next

The court requires a sufficient number of copies of this form to provide a copy to every party to the proceedings. Please contact Court Enquiry Service on 0300 456 4600 to find out how many copies you need to provide.

Please return the original completed form and copies to the Court of Protection, along with any fee. For details on where to send your application check the website: www.gov.uk/court-of-protection

Note 3

What happens next?

The court will serve the application notice and any accompanying documents on every party to the proceedings.

The court will consider your application to be joined and if it decides to do so, will make an order to that effect.