



Name of court

Case number

Name of applicant or serial no.

## Notice of change of solicitor

Respondent

You should tick either box A or B as appropriate.  
Complete details as necessary.

I (We) give notice that

**A**

my solicitor (give name and address below) has ceased to act for  
me and I shall now be acting in person.

Name of solicitor

Name of firm

Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

| | | | |

## B

We (give name of solicitor)

Name of solicitor

have been instructed to act on behalf of the

applicant

respondent

in this application

in place of (give name and address of previous solicitors)

Name of solicitor

Name of firm

Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

| | | | | |

## C

I (we) have served notice of this change on every party in this application (and on the former solicitor).

Solicitor's address to which documents should be sent  
(including any reference)

Name of solicitor

Name of firm

Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

| | | | | |

Phone number

DX number

Email

Reference number (if applicable)

**Signed**

Applicant

Applicant's solicitor

Applicant's litigation friend

Respondent

Respondent's solicitor

Respondent's litigation friend

**Dated**

Day            Month            Year

If signing on behalf of firm or company give position or office held