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| APPLICATION FOR A MCKENZIE FRIEND (DEFENDANT’S ASSISTANT)*(Criminal Procedure Rules, rule 18.1(f))* |
| Use this form if you want permission to be helped by a McKenzie friend (defendant’s assistant) during a hearing in a criminal court. **The court needs the information in this form to decide whether to give permission.** If you have not made your application before the hearing date, hand the completed form to the court usher before the hearing starts.**Case details**Name of defendant(s): …………………………………………………………………………………….....Court: ………...…………………………………………………………………………………………………Case reference number: ………………………………………………………………………………………Name of defendant making this application ……………………………………………...…….……… I apply for the court’s permission to have a McKenzie friend (defendant’s assistant) with me during the hearing. I understand that if the court gives permission:* my McKenzie friend may help me with case papers, take notes for me and advise me quietly, without interrupting the proceedings, as the court permits
* my McKenzie friend may NOT address the court or question a witness unless, exceptionally, the court gives special permission immediately before they do so
* the court may withdraw permission at any time.

About my McKenzie friendFull name …………………………………………...…………………………………..……………..……… Address: ………………………………………...…….………………………………………..........… Date of birth: …………………………………………………………………………………………………… Email address: …………………………………………...…….………………..…………………..… Phone: Mobile:Is the person you want to be your McKenzie friend expected to be a witness in your case? [ ]  Yes [ ]  NoIf yes, that person cannot usually help you as a McKenzie friend. You should find someone else.The person I want to be my McKenzie friend is: [ ]  a friend or family member (please say which) ………………………………….………………. [ ]  a member of an advice agency or similar organisation (please specify the agency or organisation and give its address): ……..……………………………...………………………… ……………………………………………………………………..…………………………………. [ ]  an independent adviserThe person I want to be my McKenzie friend has: [ ]  no legal education, legal training or legal qualification [ ]  the following legal education, legal training or legal qualification (please give details): Have you agreed to pay your McKenzie friend for their help? [ ]  Yes [ ]  NoIf yes, please give details:Has the person you want to be your McKenzie friend ever been: refused permission to help someone as a McKenzie friend? [ ]  Yes [ ]  No excluded from a court hearing? [ ]  Yes [ ]  No found in contempt of court? [ ]  Yes [ ]  No disciplined by a legal professional body? [ ]  Yes [ ]  NoIf you answered yes to any of those questions, please give details:Is the person you want to be your McKenzie friend a defendant to a prosecution themselves or under investigation for an alleged offence? [ ]  Yes [ ]  NoIf yes, please give details. Explain whether that prosecution or investigation is related to your prosecution (for example, because each of you is accused of an alleged offence on the same occasion).**Declaration by McKenzie friend**I confirm the accuracy of the information above.I understand that if the court gives permission for me to help the defendant:* I may help with case papers, take notes for the defendant and advise the defendant quietly without interrupting the proceedings, as the court permits
* I may NOT address the court or question a witness unless, exceptionally, the court gives special permission immediately before I do so
* I will be a participant in the conduct of the case for the purposes of [rule 1.2 of the Criminal Procedure Rules](https://www.legislation.gov.uk/uksi/2020/759/article/1.2), which means that I must comply with the Rules and with directions made by the court
* the court may withdraw permission at any time.

I understand that the court may ask me questions about this application.Signed: ……………………………………………………………………………….. (McKenzie friend)Signed: ……………………………………………………………………………….. (defendant)Date: ……………………………………………………………………………….. |

*November 2022*