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| *This example letter has been designed by the Ministry of Justice to be used to request evidence of a Domestic Violence Protection Order.*  *This example letter can also be used to request evidence of a Domestic Abuse Protection Order in areas where available.*  *Information required is highlighted and instructions are italicised.* ***Please delete any unnecessary text and instructions (including this introduction) before sending.*** |

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| Data Protection Officer  [Police Force HQ Address] | [Your Address]  [Your E-mail (if applicable)]  [Your Contact telephone number] |

To whom it may concern,

I would like to request confirmation of a **DVPO (made under section 28 of the Crime and Security Act 2010) / a DAPO (made under sections 28 or 31 of the Domestic Abuse Act 2021)** [delete as appropriate] as the victim in the case concerned. The details of the case are as below.

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| Name of perpetrator: | [put their full name] |
| Name of victim: | [put your name here] |
| Date DVPO / DAPO made: | [exact date should be put here if known but if not month and year may be sufficient to process] |

This is needed as evidence of domestic abuse in order that I can access legal aid in accordance with the Legal Aid, Sentencing and Punishment of Offenders Act 2012. **I would therefore be grateful if this could be treated as a matter of urgency.**

I would be grateful if you could send the information to [state address where you wish this to be sent].

More information and guidance about the evidential requirements for legal aid can be found at <https://www.gov.uk/legal-aid/domestic-abuse>

Yours faithfully,

[Add your name here]