Notice of [intention to proceed with] **a financial application to which the standard procedure applies**

To be completed by the Applicant	
The Family Court sitting at	Case No.
Help with Fees – Ref no. (if applicable) **H W F** – ☐☐☐ – ☐☐☐	

This form should be completed if you are applying for financial provision (a financial order or other financial remedy) **except** an application:

- for a periodical payments order **only**, under section 23 of the Matrimonial Causes Act 1973, paragraph 2 of Schedule 5 to the Civil Partnership Act 2004 or paragraphs 1 or 2 of Schedule 1 to the Children Act 1989 – please complete Form A1.
- to vary or to discharge a periodical payments order **only** – please complete Form A1.
- for financial provision under Part 1 of the Domestic Proceedings and Magistrates' Courts Act 1978 or Schedule 6 to the Civil Partnership Act 2004 – please complete Form A1.
- after an overseas divorce etc (Form D50F), for neglect or failure to maintain a party or child (Form D50C) or for alteration of a maintenance agreement during the lifetime of the parties (Form D50H).

Full name of applicant

Full name of respondent(s)

Domestic Abuse Act 2021

Provisions in the Domestic Abuse Act 2021 have the effect of preventing an individual accused of abuse from questioning in person a party or witness in the case who is the victim of the abuse, and also prevents a victim of abuse from questioning in person the accused individual in specified circumstances.

If the court directs that the proceedings be listed for a hearing where oral evidence may be given, form **EX740** (victim of abuse) or form **EX741** (person making the abuse accusation) **'**Application and information needed by the court to consider whether to prevent (prohibit) questioning (cross-examination) in person' may need to be completed so that the court can consider whether questioning in person should be prevented. The court will send the appropriate form with the court order.

Additional guidance

- For guidance completing this form, please refer to the Guidance note on page 16.
- Please complete the Checklist at the end of the form, on page 14.
- Failure to complete every question or state if it does not apply, could delay the case, as the court will have to ask you to provide the additional information required.

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To the best of your knowledge, do you believe that your total combined net assets (that is, your and the respondent's total net assets together) excluding pensions are less than £250,000?

☐ **Yes**

☐ **No**

This question determines whether applications in pilot court areas can be allocated to the express financial remedy procedure.

Nature of application

This application is for financial provision, including provision to be made to or for the benefit of the child(ren):

☐ in connection with matrimonial or civil partnership proceedings (divorce, dissolution etc), if so:

Has the court granted you a decree nisi/conditional order?

☐ Yes, attach a copy to this form

☐ No

Has the court granted you a decree absolute/final order?

☐ Yes, attach a copy to this form

☐ No

or

☐ under paragraphs 1 or 2 of Schedule 1 to the Children Act 1989

tick the statement that applies **and** tick one or more of the following orders

The applicant intends:

☐ **to apply** to the Court for

or

☐ **to proceed with** the application in the

- ☐ divorce
- ☐ dissolution
- ☐ nullity
- ☐ annulment
- ☐ (judicial) separation

application for

or

☐ **to apply to vary**

- ☐ an order for maintenance pending suit/outcome of proceedings
- ☐ a lump sum order
- ☐ a property adjustment order
- ☐ a settlement or a transfer of property for the benefit of the child(ren)
- ☐ a periodical payments order **together with** other financial provision
- ☐ a pension sharing order
- ☐ a pension compensation sharing order

☐ **to apply to discharge** a periodical payments order **and** to substitute for it one or more orders opposite

- ☐ a lump sum order
- ☐ a property adjustment order
- ☐ a pension sharing order
- ☐ a pension compensation sharing order

Type of application

Are you applying for an order by consent in terms of written agreement (a consent order)?

☐ **Yes, attach the draft order and D81 to this form.**

☐ No

1. Further details of the financial application

If your application includes an application for a property adjustment order in relation to land, please give the following details, if applicable

Address(es) of the property or properties

Name(s) and address(es) of any mortgagee(s)

If an application is made for any periodical payments or secured periodical payments for children, please complete this section.

- ☐ there is a written agreement made before 5 April 1993 about maintenance for the benefit of children
- ☐ there is a written agreement made on or after 5 April 1993 about maintenance for the benefit of children
- ☐ there is no agreement, but the applicant is applying for payments:
  - ☐ for a stepchild or stepchildren
  - ☐ in addition to child support maintenance already paid under a Child Support Agency assessment
  - ☐ to meet expenses arising from a child's disability
  - ☐ to meet expenses incurred by a child in being educated or training for work
  - ☐ when either the child **or** the person with care of the child **or** the absent parent of the child is not habitually resident in the United Kingdom

If none of the above applies, the court may not have jurisdiction to hear the application for periodical payments.

Has the Child Support Agency made any calculation of maintenance in respect of the child(ren)

☐ Yes ☐ No

If Yes, state briefly your reasons for making this application to the court including any reasons why the Child Support Agency is no longer dealing with your claim or any reasons why you need additional maintenance to top up payments made through the Child Support Agency:

If your application includes an application in relation to one or more children, please complete the tables below for each child, continuing on additional sheets if necessary

Name of child 1	
Date of birth	D D / M M / Y Y Y Y
Sex	☐ Male ☐ Female
Relationship to Applicant	
Relationship to Respondent	
Country of residence (if not England or Wales)	

Name of child 2	
Date of birth	D D / M M / Y Y Y Y
Sex	☐ Male ☐ Female
Relationship to Applicant	
Relationship to Respondent	
Country of residence (if not England or Wales)	

Service details

- ☐ I am not represented by a solicitor in these proceedings (please give your address in the boxes below)
- ☐ I am not represented by a solicitor in these proceedings but am receiving advice from a solicitor (please give your address in the boxes below)
- ☐ I am represented by a solicitor in these proceedings, who has signed Section 5, and all documents for my attention should be sent to my solicitor whose details are as follows:

Solicitor's details

Name of solicitor

Name of firm

Address to which all documents should be sent for service
(if you have ticked the third box above, this must be your solicitor's address)

Building and street

Second line of address

Town or city

County (optional)

Country (optional)

Postcode

Phone number

Fax number

DX number

If you do not wish your address to be made known to the respondent, leave the address details blank and complete **Confidential contact details form C8**. Please ensure that any documents submitted with this form or at a later date, **do not** disclose the confidential contact details you wish to withhold.

Your reference

Solicitor's fee account number

Email – only provide an email address if you consent to us contacting you via email about this application

Respondent's address for service -
This should be either

- the respondent's solicitor's address, if a solicitor has been appointed and you know the details, **or**
- the respondent's own address for service

Respondent solicitor's details

If they have appointed a solicitor, please give their details here

Respondent solicitor's name (if applicable)

Respondent solicitor's firm (if applicable)

Address for service (respondent's own, or respondent's solicitor's, if applicable)

Building and street

Second line of address

Town or city

County (optional)

Country (optional)

Postcode

Email address

2. Requirement to attend a Mediation Information and Assessment Meeting (MIAM)

Before making an application for a financial order you must first attend a Mediation Information and Assessment Meeting (MIAM). At the MIAM an authorised family mediator will consider with you (and the other party if present) whether family mediation, or another form of non-court dispute resolution, would be a more appropriate way for you to resolve the dispute. The mediator will also be able to signpost you to other help and support services.

You **must** have attended a MIAM before making this application **unless** the requirement to attend a MIAM does not apply because the financial order you are applying for:

- is for a consent order; **or**
- you are exempt from the requirement to attend a MIAM. Where evidence is required to support a MIAM exemption claim, you must submit this evidence alongside your application.

In some circumstances - such as where domestic abuse is involved - you may not need to attend a MIAM. If you think that you do not need to attend a MIAM, you can claim an exemption. For more information on the valid MIAM exemptions, see section 3 (pages 8-10). **Some MIAM exemptions need you to provide evidence to support your claim. Where evidence is needed, this must be provided with your application.** When processing your application, the court will review the evidence you have provided to ensure that a MIAM exemption has been validly claimed.

All applicants must complete sections 1 and 2 and complete and sign section 5 of this form. **In addition**, you must tick one of the boxes below and ensure that you, your legal advisor, family mediator or NCDR professional completes and signs the relevant section(s) of this form as shown.

2a. Have you attended a MIAM? ☐ Yes ☐ No

If Yes, you must ensure that the **family mediator signs section 4**.

If No, please **answer question 2b**.

2b. Are you claiming exemption from the requirement to attend a MIAM? ☐ Yes ☐ No

If Yes, **complete section 3**.

If No, you cannot make this application to court. Please refer to https://www.familymediationcouncil.org.uk/family-mediation/assessment-meeting-miam/ for further information on what to do next and how to arrange a MIAM.

3. Applicant claims exemption(s) from attendance at a Mediation Information and Assessment Meeting (MIAM)

To be completed by the person intending to make a court application or their legal representative. Where it is required, evidence of the claimed MIAM exemption(s) must be submitted to the court alongside this application.

If you are unable to provide the required evidence with your application, please use the text box on page 14 to explain the reason(s) why.

The applicant has not attended a MIAM because the following MIAM exemption(s) applies:

- ☐ Domestic abuse (you must complete **section 3a**)
- ☐ Urgency (you must complete **section 3b**)
- ☐ Previous attendance of a MIAM or non-court dispute resolution (you must complete **section 3c**)
- ☐ Other (you must complete **section 3d**)

Now complete the relevant section 3a, b, c or d by ticking the appropriate box(es)

Further details of MIAM exemption(s) claimed by the applicant

If you have claimed a MIAM exemption above you must also tick the relevant box(es), as shown below to confirm that you have the necessary evidence to support your ground(s) for exemption. Where required, you **must** submit this evidence with your application to court. Where you are asked to provide additional details you must do so.

Section 3a - Domestic abuse evidence

This MIAM exemption requires the evidence you have selected to be submitted along with your application.

If you are unable to provide this, please use the text box on page 14 to explain the reason(s) why.

The applicant confirms that there is evidence of domestic abuse, as specified below:

- ☐ evidence that a prospective party has been arrested for a relevant domestic abuse offence;
- ☐ evidence of a relevant police caution for a domestic abuse offence;
- ☐ evidence of relevant criminal proceedings for a domestic abuse offence which have not concluded;
- ☐ evidence of a relevant conviction for a domestic abuse offence;
- ☐ a court order binding a prospective party over in connection with a domestic abuse offence;
- ☐ a domestic violence protection notice issued under section 24 of the Crime and Security Act 2010 against a prospective party;
- ☐ a domestic abuse protection notice given under section 22 of the Domestic Abuse Act 2021 against a prospective party;
- ☐ a relevant protective injunction;
- ☐ an undertaking given in England and Wales under section 46 or 63E of the Family Law Act 1996 (or given in Scotland or Northern Ireland in place of a protective injunction) by a prospective party, provided that a cross-undertaking relating to domestic violence or abuse was not given by another prospective party;
- ☐ a copy of a finding of fact, made in proceedings in the United Kingdom, that there has been domestic abuse by a prospective party;

Section 3a - Domestic abuse evidence - **continued**

☐ an expert report produced as evidence in proceedings in the United Kingdom for the benefit of a court or tribunal confirming that a person with whom a prospective party is or was personally connected, was assessed as being, or at risk of being, a victim of domestic abuse by that prospective party;

☐ a letter or report from an appropriate health professional confirming that-

(i) that professional, or another appropriate health professional, has examined a prospective party in person, by telephone or by video conferencing, and

(ii) in the reasonable professional judgment of the author or the examining appropriate health professional, that prospective party has, or has had, injuries or a condition consistent with being a victim of domestic abuse;

☐ a letter or report from-

(i) the appropriate health professional who made the referral described below;

(ii) an appropriate health professional who has access to the medical records of the prospective party referred to below; or

(iii) the person to whom the referral described below was made;

confirming that there was a referral by an appropriate health professional of a prospective party to a person who provides specialist support or assistance for victims of, or those at risk of, domestic abuse;

☐ a letter from any person who is a member of a multi-agency risk assessment conference (or other suitable local safeguarding forum) confirming that a prospective party, or a person with whom that prospective party is personally connected, is or has been at risk of harm from domestic abuse by another prospective party;

☐ a letter from an independent domestic violence advisor (IDVA) confirming that they are or have provided support to a prospective party;

☐ a letter from an independent sexual violence advisor (ISVA) confirming that they are providing or have provided support to a prospective party relating to sexual violence by another prospective party;

☐ a letter from an officer employed by a local authority or housing association (or their equivalent in Scotland or Northern Ireland) for the purpose of supporting tenants containing-

(i) a statement to the effect that, in their reasonable professional judgment, a person with whom a prospective party is or has been personally connected to is, or is at risk of being, a victim of domestic abuse by that prospective party;

(ii) a description of the specific matters relied upon to support that judgment; and

(iii) a description of the support they provided to the victim of domestic abuse or the person at risk of domestic abuse by that prospective party;

☐ a letter which-

(i) is from an organisation providing domestic abuse support services, which letter confirms that it-

(a) is situated in the United Kingdom,

(b) has been operating for an uninterrupted period of six months or more; and

(c) provided a prospective party with support in relation to that person's needs as a victim, or a person at risk, of domestic abuse; and

Section 3a - Domestic abuse evidence - **continued**

(ii) contains-

(a) a statement to the effect that, in the reasonable professional judgment of the author of the letter, the prospective party is, or is at risk of being, a victim of domestic abuse;

(b) a description of the specific matters relied upon to support that judgment;

(c) a description of the support provided to the prospective party; and

(d) a statement of the reasons why the prospective party needed that support;

☐ a letter or report from an organisation providing domestic abuse support services in the United Kingdom confirming-

(i) that a person with whom a prospective party is or was personally connected was refused admission to a refuge;

(ii) the date on which they were refused admission to the refuge; and

(iii) they sought admission to the refuge because of allegations of domestic abuse by the prospective party referred to in paragraph (i);

☐ a letter from a public authority confirming that a person with whom a prospective party is or was personally connected, was assessed as being, or at risk of being, a victim of domestic abuse by that prospective party (or a copy of that assessment);

☐ a letter from the Secretary of State for the Home Department confirming that a prospective party has been granted leave to remain in the United Kingdom as a victim of domestic abuse;

☐ evidence which demonstrates that a prospective party has been, or is at risk of being, the victim of domestic abuse by another prospective party in the form of abuse which relates to financial matters.

Section 3b – Urgency

The applicant confirms that the application must be made urgently because:

☐ there is risk to the life, liberty or physical safety of the prospective applicant or his or her family or his or her home; or

☐ any delay caused by attending a MIAM would cause—

☐ a significant risk of a miscarriage of justice; or

☐ significant financial hardship to the prospective applicant; or

☐ irretrievable problems in dealing with the dispute (including the irretrievable loss of significant evidence); or

☐ there is a significant risk that in the period necessary to schedule and attend a MIAM, proceedings relating to the dispute will be brought in another state in which a valid claim to jurisdiction may exist, such that a court in that other State would be seized of the dispute before a court in England and Wales.

Section 3c – Previous attendance of a MIAM or non-court dispute resolution evidence

This MIAM exemption requires the evidence you have selected to be submitted along with your application.

If you are unable to provide this, please use the text box on page 14 to explain the reason(s) why.

The applicant confirms that one of the following applies:

☐ in the 4 months prior to making the application, the person attended a MIAM or a non-court dispute resolution process relating to the same or substantially the same dispute; and where the applicant attended a non-court dispute resolution process, there is evidence of that attendance in the form of written confirmation from the dispute resolution provider. This evidence should be submitted alongside your application, and must include the signature of the provider; or

☐ the application would be made in existing proceedings which are continuing and the prospective applicant attended a MIAM before initiating those proceedings. The MIAM provider must complete and sign section 4 of this form. Or, if you were the respondent in existing proceedings, please provide the date of the MIAM alongside the name and contact details of the MIAM provider in the text box on page 13.

Section 3d – Other exemptions

Please provide any additional information requested in the text box on page 13.

The applicant confirms that one of the following other grounds for exemption applies:

☐ the application would be made without notice (Paragraph 5.1 of Practice Direction 18A sets out the circumstances in which applications may be made without notice.)

☐ a child is one of the prospective parties.

☐ (i) the prospective applicant is not able to attend a MIAM online or by video-link and an explanation of why this is the case is provided to the court using the text box on page 13; and

(ii) the prospective applicant has contacted as many authorised family mediators as have an office within fifteen miles of his or her home (or five of them if there are five or more), and all of them have stated that they are not available to conduct a MIAM within fifteen business days of the date of contact; and

(iii) the names, postal addresses and telephone numbers or e-mail addresses for the authorised family mediators contacted by the prospective applicant, and the dates of contact, are provided to the court in the text box on page 13.

☐ (i) the prospective applicant is not able to attend a MIAM online or by video-link and an explanation of why this is the case is provided to the court using the text box on page 13; and

(ii) the prospective applicant is subject to a disability or other inability that would prevent attendance in person at a MIAM unless appropriate facilities can be offered by an authorised mediator; and

(iii) the prospective applicant has contacted as many authorised family mediators as have an office within fifteen miles of his or her home (or five of them if there are five or more), and all have stated that they are unable to provide such facilities; and

(iv) the names, postal addresses and telephone numbers or e-mail addresses for such authorised family mediators, and the dates of contact, are provided to the court using the text box on page 13.

☐ (i) the prospective applicant is not able to attend a MIAM online or by video-link; and

(ii) there is no authorised family mediator with an office within fifteen miles of the prospective applicant's home; and

(iii) an explanation of why this exemption applies is provided by the prospective applicant to the court using the text box on page 13.

☐ the prospective applicant cannot attend a MIAM because the prospective applicant is

(i) in prison or any other institution in which the prospective applicant is required to be detained and facilities cannot be made available for them to attend a MIAM online or by video link; or

(ii) subject to conditions of bail that prevent contact with the other person; or

(iii) subject to a licence with a prohibited contact requirement in relation to the other person.

Section 3d – continued

Please provide any additional information requested in the text box below.
If this is not enough space, please use an additional information page and attach it with this form.

Section 3 - Unable to provide the required evidence to support a MIAM exemption claim

If you are unable to provide the required evidence to support a MIAM exemption claim with your application, use the text box below to briefly explain the reason(s) why.

Now complete Section 5.

4. MIAM provider confirms attendance at a Mediation Information and Assessment Meeting (MIAM)

To be completed and signed by an authorised family mediator, as the MIAM provider.

NCDR refers to non-court dispute resolution, and means methods of resolving a dispute other than through the court process, including but not limited to mediation, arbitration, evaluation by a neutral third party (such as a private Financial Dispute Resolution process) and collaborative law.

(tick the boxes that apply)

Name of participant(s)

The applicant attended a MIAM:

☐ The applicant only attended a MIAM.

☐ The applicant and respondent(s) have each attended a separate MIAM.

Mediation or other form of NCDR is not proceeding because:

☐ The applicant has attended a MIAM alone and

- the applicant does not consider it appropriate to start or continue mediation or any other form of NCDR at this time; or
- the mediator has indicated that mediation or any other form of NCDR is unsuitable at this time; or
- the respondent has not attended a MIAM, attempted mediation or attempted another form of NCDR at this time.

☐ Both the applicant and respondent(s) have attended a MIAM and

- the applicant does not consider it appropriate to start or continue mediation or any other form of NCDR at this time; or
- the respondent(s) does not consider it appropriate to start or continue mediation or any other form of NCDR at this time; or
- the mediator has indicated that mediation or any other form of NCDR is unsuitable at this time.

☐ An NCDR process is about to start or has started but:

- has broken down; or
- has concluded with some or all issues unresolved; or
- the applicant considers that there is a need to make a court application in parallel.

Signed

Authorised Family Mediator
(a family mediator who is authorised to undertake MIAMs)

FMC Registration no.	
Family Mediation Service name	
Sole trader name	
Address	

Dated D D / M M / Y Y Y Y

5. Statement of truth

I understand that proceedings for contempt of court may be brought against anyone who makes, or causes to be made, a false statement in a document verified by a statement of truth without an honest belief in its truth.

☐ **I believe** that the facts stated in this application are true.

☐ **The applicant** believes that the facts stated in this application are true.
I am authorised by the applicant to sign this statement.

Signature

☐ Applicant

☐ Applicant's legal representative (as defined by FPR 2.3(1))

Date

Day | Month | Year

Full name

Name of applicant's legal representative's firm

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

6. Checklist

1. Have you completed section 1 relating to further details of your financial application in full?	☐ Yes	☐ No
2. Have you completed sections 2, 3 and 4 relating to attending a Mediation Information and Assessment Meeting in full?	☐ Yes	☐ No
3. Have you completed section 5 relating to the statement of truth in full?	☐ Yes	☐ No

Guidance note for completing Form A

Page 1

Write in your full name and the full name of the respondent.

Pages 2 – 4

Tick the nature of the financial application you are making and the type(s) or order you are seeking Tick if you are applying for an order by consent in the terms of a written agreement (a consent order).

Tick the relevant box(es) to provide further details about the order you are applying for, and provide additional information where shown.

Pages 5 – 6

If a party does not have a solicitor, the address for service must an address within the United Kingdom at which the party resides or carries on business.

Page 7

Answer questions 2a to 2b about whether a MIAM exemption applies or whether you have attended a MIAM. If application is by consent then a MIAM is not required/applicable.

If you answered question 2b on page 7 with "yes" you must tick one of the first four boxes in section 3 to indicate the category of MIAM exemption that you are claiming. You must then complete section 3a, b, c or d as shown.

Page 15

If you have attended a MIAM you must ask the family mediator who conducted it to complete section 4 of the form and sign where shown.

Page 16

Check that you (or your solicitor if relevant) have completed and signed section 5.

What you do next

- If this financial remedy application is made by consent and is associated with existing divorce proceedings, and you have not already started proceedings for Financial Remedy send this application to: HMCTS Financial Remedy, PO Box 12746, Harlow, CM20 9QZ
- For all Financial Remedy cases that are NOT consented please send this application to the Financial remedy centre most local to the applicant. Details can be found at: https://www.gov.uk/government/publications/hmcts-financial-remedy-courts The documents tab at the top of the page will take you to the regional financial remedy centres

Court fee

You can find the current fee in leaflet EX50 Civil and Family Court Fees which can be downloaded from: https://www.gov.uk/government/publications/fees-in-the-civil-and-family-courts-main-fees-ex50.

For debit or credit card payment. The court will contact you within 28 days after you submit the application. If you have not heard from the court within this time, call 0300 303 0642 (Monday to Friday: 10am to 6pm).

If you cannot afford the court fee You may not have to pay a fee, or you may get some money off it if you only have a small amount of savings and investments, receive certain benefits or are on a low income. You can apply for help with court and tribunal fees online at www.gov. uk/help-with-court-fees or through the 'EX160 Apply for help with fees' form and 'EX160A – How to apply for help with fees' guidance. If applying jointly, both applicant 1 and applicant 2 must qualify for HWF, or the full fee will be payable by one applicant only. You can decide how you wish to share the cost of the fee. Then you must agree who will make the payment to the court

General information for completing this form

1. You need to complete this form if you want to ask the court to make one or more of the orders shown on page 2. You must tick the relevant boxes on page 2 to indicate the nature of your application and the type(s) of order you are seeking.

2. Pages 2 to 4 set out the core information you need to provide if you wish to make an application to the court. You or your solicitor must also sign and date Section 5 of this form.

3. If you are applying for an order by consent you should tick the box on page 2 to make this clear and attach the draft order with this application.

   If you are applying in connection with a divorce or civil partnership dissolution please answer the questions at the top of page 2 and attach a copy of the relevant decree or order, if you have one.

4. Drawing up a draft consent order:

   It is important that the proposed consent order is as clear as possible. When drafting your proposed consent order, you are strongly recommended to use the Standard Orders Volume 1 (Financial and Enforcement Orders) which can be accessed at Update to Standard Orders - Courts and Tribunals Judiciary

   There is no prescribed format for drawing up a Draft Consent Order.

   Specific legal language is required, so it is recommended that applicants seek Legal Advice.

   Both parties must sign the Draft Consent Order.

   We recommend you seek legal advice when drawing up a draft financial consent order.

   Court staff are not qualified or permitted to give legal advice but it may help to know that financial orders are often referred to as financial remedies, for certainty you should consult a qualified solicitor

Requirement to attend a Mediation, Information and Assessment Meeting

4. It is a legal requirement to attend a Mediation Information and Assessment Meeting (MIAM) before applying to the family court, unless a valid exemption applies. This means that before submitting your application, you (the applicant) must meet with an authorised family mediator to find out about options for resolving your dispute out of court. The other party (the respondent) is expected to attend either the same MIAM or a separate MIAM.

5. At the MIAM, a trained family mediator will give you (the applicant) and the other person if present (the respondent) information about different options for non-court dispute resolution, such as mediation. They will consider with you whether non-court dispute resolution would be an appropriate way to resolve the dispute. It is then for the applicant and respondent to decide whether what to do next.

6. The requirement for the applicant to attend a MIAM does not apply if a financial order is being applied for and the other person (respondent) is in agreement about what you are asking the court to order (the order is a "consent order").

7. You or your solicitor must tick the relevant box in Section 2 of this form so that the court knows whether the MIAM requirement applies, whether an exemption applies (and why) or whether you have attended a MIAM.

MIAM exemptions and MIAM attendance

8. As the applicant you are expected to have contacted an authorised family mediator in order to make arrangements to attend a MIAM unless :
   - the MIAM requirement does not apply for the reason explained at paragraph 6 of these notes, or
   - you are claiming a MIAM exemption.

9. You can find an authorised family mediator by using the 'Find your local mediator' search facility available at: www.familymediationcouncil.org.uk

10. You should give the mediator the contact details of the other person so that the family mediator can contact them to invite them to attend a MIAM, either with you or separately.

11. If you or your solicitor believe that you are exempt from the requirement to attend a MIAM, you or your solicitor must tick the relevant box in Section 2 of this form and complete Section 3.

13. If you have attended a MIAM you must ask the family mediator who conducted the MIAM to complete Section 4 of this form and sign it where shown.

14. If you claim a MIAM exemption and make an application to the court, the court will inquire into the grounds for exemption. For some MIAM exemptions, evidence is required to prove that your claim is valid. When claiming an exemption due to domestic abuse or due to prior attendance at a non-court dispute resolution process, you must provide evidence of this to the court along with this form.

15. If the court determines that any MIAM exemption(s) claimed are are not valid, or no longer valid, you will be asked to attend a MIAM before your application is taken any further.

16. The detailed procedure relating to the MIAM requirement and MIAM exemptions and attendance is set out in Part 3 of the Family Procedure Rules and in supporting Practice Direction 3A. These are available online at: www.justice.gov.uk/courts/procedure-rules/family/practice_directions/pd_part_03a

Paying for MIAM attendance or for family mediation

17. Legal aid is available for MIAMs and for family mediation. If you are eligible for legal aid you could receive both the MIAM and mediation sessions free of charge, as well as some advice from a solicitor to support you in the mediation process.

18. If you, or the prospective respondent, is eligible for Legal Aid then the total cost of MIAM attendance can be met by the Legal Aid Agency, whether you and the prospective respondent attend the same MIAM or separate MIAMs.

19. If neither you nor the respective respondent is eligible for Legal Aid then the mediator will agree with you how the cost of MIAM attendance is to be met.

20. Please refer to paragraph 29 for further details on how you can find out whether you are eligible for Legal Aid by using the calculator tool available at www.gov.uk/legal-aid

Safety and MIAM attendance

21. Please note: the family mediator will discuss with you and with the other person whether you wish to attend the MIAM separately or together. Family mediators have a responsibility to ensure the safety and security of all concerned and will always check with each of you that attending together is your individual choice and is safe.

Information about mediation

22. If suitable, mediation can be a better way of resolving issues about financial arrangements when you or your partner apply for a matrimonial or civil partnership order. Mediation can be less expensive than going to court and much less stressful for all the family.

23. Family Mediation is an impartial process that involves an independent third person who assists both parties involved in a family dispute to reach a resolution. Family mediation can be used to settle any or all of the following issues:
    - Financial arrangements and dividing up property
    - Arrangements for children
    - Any combination of these
    - Any other disputes to do with separation and divorce.

24. The family mediator helps the process of negotiation between the parties to agree their own arrangements by way of a Memorandum of Understanding. You can ask a solicitor, if you have one, to check the Memorandum of Understanding.

25. If both parties agree, you can ask the court to endorse what you have agreed by issuing a consent order. The mediator will help you to decide whether your case is complicated and does in fact need the court to consider your situation and make an order. The mediator should also tell you about other local services and options for resolving your dispute.

26. A statutory Mediation Information and Assessment Meeting (MIAM) is reserved for "authorised mediators" under the Family Procedure Rules. "Authorised family mediator" means a person identified by the Family Mediation Council as qualified to conduct a MIAM. "Qualified to conduct a MIAM" is interpreted as holding current Family Mediation Council accreditation (FMCA). FMCA mediators are issued with a unique FMC registration number. Authorised mediators are requested to enter this number in the box provided.

27. To find out more about different forms of NCDR, please go to https://helpwithchildarrangements.service.justice.gov.uk/.

Further information and sources of help

28. General information about family mediation is available from the Family Mediation Council website at: www.familymediationcouncil.org.uk

29. The family mediator who undertakes the MIAM for you must be a member of a national mediation organisation which adheres to the Family Mediation Council's Code of Conduct and the mediator must be authorised to conduct MIAMs. The service finder will help you find such a local mediator.

30. You can find out more about legal aid for family matters, including whether you may eligible for legal aid on the Legal Aid Information Service on the Gov. UK site at: www.gov.uk/check-legal-aid or you can telephone the Civil Legal Advice direct helpline 0345 345 4345.

31. For general advice on separation services and options for resolving disputes: www.sortingoutseparation.org.uk

32. For help with taking a case to court without a lawyer, Support Through Court www.supportthroughcourt.org

33. For guidance on representing yourself at court, including a list of commonly used terms that you may come across: http://www.barcouncil.org.uk/using-a-barrister/representing-yourself-in-court/

34. For advice about finding and using a family law solicitor see: Law Society www.lawsociety.org.uk, and Resolution (family law solicitors): www.resolution.org.uk

35. For advice about finding a family law barrister: see http://www.barcouncil.org.uk/using-a-barrister/find-a-barrister/ and for arrangements for using a barrister directly see http://www.barcouncil.org.uk/using-a-barrister/how-to-instruct-a-barrister/