



## SECTION C

## CURRENT SOLICITOR'S DETAILS

Who is the **current** solicitor?

1 Firm's name

2 Solicitor's name

## SECTION D

## DETAILS OF SOLICITOR REQUESTING THE TRANSFER

Who is the proposed **new** solicitor?

1 Solicitor's code number

2 Branch code

3 Your reference

4 Solicitor's name

5 Firm's name

6 Town/city

## SECTION E

## REQUEST FOR TRANSFER OF AGENCY

The applicant named in Section B has instructed the solicitor named at Section D to take over the case from the solicitor previously acting. The solicitor named is now applying on that applicant's behalf for authority to act as solicitor.

1 Why has the applicant asked that the case be transferred to you? (*please indicate with an "x"*)

Conflict of interest – for example, if the existing firm acts for the other party in the case

Solicitor/client relationship has broken down – for example, the client will not accept the existing solicitor's advice (⇒) **go to Question 2.**

Firm no longer undertakes civil legal aid work

Solicitor has moved firm and the applicant wishes to remain with this firm

Applicant has moved home away from the existing solicitor

Other – please explain below:





I,  (applicant's name)

authorise  (name of new solicitor)

to act on my behalf in this case.

I give my permission for the Board to provide information about this transfer request, including this application form, to my previous solicitor.

 Applicant's signature

Date signed

DAY

MONTH

YEAR