

THE CASE - TO BE COMPLETED BY THE SOLICITOR

*Category code(s) and number of charges

<input type="checkbox"/> ASS Assault	<input type="checkbox"/> EMB Embezzlement
<input type="checkbox"/> ATTP - Attempting to pervert the course of justice	<input type="checkbox"/> FIR Firearms Act
<input type="checkbox"/> EXTR - Extradition proceedings	<input type="checkbox"/> FRA Fraud
<input type="checkbox"/> FTA Breach of bail conditions - 27(1)a	<input type="checkbox"/> HB Housebreaking
<input type="checkbox"/> BBC Breach of bail conditions - 27(1)b	<input type="checkbox"/> DG Misuse of Drugs Act 1971
<input type="checkbox"/> FTAO Breach of bail conditions - other	<input type="checkbox"/> OFW Offensive weapon
<input type="checkbox"/> BOAS Breach of ASBO	<input type="checkbox"/> POL Police (Scotland) Act
<input type="checkbox"/> BCRO Breach of community reparation order	<input type="checkbox"/> RTA Road Traffic Act
<input type="checkbox"/> BOP Breach of peace	<input type="checkbox"/> ROB Robbery
<input type="checkbox"/> BSEX Breach of the Sex Offenders Act 1997 - outside UK	<input type="checkbox"/> SEX Sexual offences
<input type="checkbox"/> CGAT Civic Government (Scotland) Act 1982 - section 57	<input type="checkbox"/> THF Theft
<input type="checkbox"/> CGAI Civic Government (Scotland) Act 1982 - indecent photographs	<input type="checkbox"/> TMV Theft of motor vehicle
<input type="checkbox"/> CGAO Civic Government (Scotland) Act 1982 - other	<input type="checkbox"/> VAN Vandalism
<input type="checkbox"/> CCT Contempt of court	<input type="checkbox"/> OTC Other (please specify)

*Date of not guilty plea		Date of interim diet		Trial date	
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Court location	<input type="checkbox"/> JP <input type="checkbox"/> Stipendiary <input type="checkbox"/> Sheriff	*PF ref number	
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Name(s) of co-accused		LA ref number(s) (if acting for co-accused)	
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Other rights or facilities that might fund case? Yes No Details:

Negotiations with PF? Yes No

Details of negotiations (or an explanation of why no negotiations have taken place):

INTEREST OF JUSTICE TEST APPLIED

1	Is the disclosable summary of evidence attached?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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2	Has a plea been offered by the procurator fiscal?	<input type="checkbox"/> Yes <input type="checkbox"/> No - <i>If no → go to Question 3</i>
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If Yes, what are the details of the offer?

3	Is it LIKELY that if the offence is proved, that the court would impose a sentence which would deprive the applicant of their liberty or lead to the loss of their livelihood? Please cross all boxes that apply.	<input type="checkbox"/> Yes - loss of liberty <input type="checkbox"/> Yes - loss of livelihood <input type="checkbox"/> No → <i>go to Question 4.</i>
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If Yes, please explain why such a sentence is likely in this case.

4	Does the determination of the case involve consideration of a substantial question of law, or issues of a complex or difficult nature? Please cross all boxes that apply.	<input type="checkbox"/> Yes - substantial question of law <input type="checkbox"/> Yes - complex or difficult nature <input type="checkbox"/> No → <i>go to Question 5.</i>
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If Yes, please explain what these are. Tell us which aspects of the disclosable summary of evidence are relevant to this factor or, where the summary is not enclosed, provide details of the relevant information contained in the summary.

5	Will the applicant be unable to understand the proceedings or to state their own case because of their age, inadequate knowledge of English, mental illness, other mental or physical disability or otherwise?	<input type="checkbox"/> Yes - age <input type="checkbox"/> Yes - inadequate English <input type="checkbox"/> Yes - mental illness <input type="checkbox"/> Yes - other mental or physical disability <input type="checkbox"/> Yes - other incapacity <input type="checkbox"/> No → go to Question 6.
If Yes, please give details and explain why. Tell us which aspects of the disclosable summary of evidence are relevant to this factor or, where the summary is not enclosed, provide details of the relevant information contained in the summary.		
6	Is it in the interest of someone other than the accused that the accused be legally represented?	<input type="checkbox"/> Yes <input type="checkbox"/> No → go to Question 7.
If Yes, please provide details of who this is, and their relationship to the accused. Tell us which aspects of the disclosable summary of evidence are relevant to this factor or, where the summary is not enclosed, provide details of the relevant information contained in the summary.		
7	Is the applicant in custody?	<input type="checkbox"/> Yes <input type="checkbox"/> No → go to Question 8.
If Yes, where is the applicant held and in what circumstances?		
8	State here, as solicitor, the detail and nature of the defence, together with any other factors or additional information which may help us decide on the application. Please tell us which aspects of the disclosable summary of evidence are relevant to this factor or, where the summary is not enclosed, provide details of the relevant information contained in the summary.	

ATTACHMENTS

Must BE ATTACHED

- Copy of complaint
- Schedule of previous convictions
- Copy of evidence of employment income

OPTIONAL attachments

- Disclosable summary of evidence
- Copy of driving licence
- Copy of insurance policy and certificate
- Copy of letter from current employer if loss of livelihood possible
- Copy of bank or building society etc accounts
- Any other supporting documents - please specify