



Revised June 2011

Summary criminal legal aid Legal Aid Online client mandate form

LAO/CRIM

Use LAO/CRIM for summary criminal applications. Use this form where you are making a summary criminal application using Legal Aid Online. Remember that you are responsible for completing the application form and should ensure all information required is provided.

(* denotes a mandatory field online)

| | | | | | | |
|--|---|---------|--|--|---------|-------------------------------|
| Solicitor's name | | | | | | |
| *Previous AA/ABWOR? | <input type="checkbox"/> AA/ABWOR <input type="checkbox"/> None | | Ref (if known) | | | |
| *Previous criminal legal aid? | <input type="checkbox"/> Summary <input type="checkbox"/> Solemn <input type="checkbox"/> Reg 15 <input type="checkbox"/> None | | Ref (if known) | | | |
| Applicant's personal identifier | | | *Applicant's date of birth | | | |
| National Insurance no | If no National Insurance number, are they: Asylum Seeker <input type="checkbox"/> Child <input type="checkbox"/> Serving sentence <input type="checkbox"/> On remand <input type="checkbox"/> Other <input type="checkbox"/> Details: | | | | | |
| Applicant's Title | *Applicant's full name | | | *Gender M <input type="checkbox"/> F <input type="checkbox"/> | | |
| Address | | | | | | |
| Partner's details (if income and no contrary interest) | *Name | | (If partner claims benefit) Date of birth | | | |
| | *No of dependants | | National Insurance number | | | |
| Bank account details | <input type="checkbox"/> No account | | Details (if supplied): | | | |
| Applicant's capital and any other assets | <input type="checkbox"/> Nil | Cash £ | Bank £ | Shares £ | Other £ | Details: |
| | Property £ | Address | | Outstanding value of mortgage or loan £ | | |
| Weekly income/payments | <input type="checkbox"/> Nil income (give details of how applicant is supported) | | | Does the spouse/partner get income (benefits or earnings) in more than £222 a WEEK? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Income | Details | | Payments | Details | | <input type="checkbox"/> None |
| Benefits 1 | £ | | Rent etc | £ | | |
| Benefit 2 | £ | | Mortgage | £ | | |
| Benefit 3 | £ | | Council tax | £ | | |
| Pay or sick pay | £ | | Loan 1 | £ | | |
| Self-employed | £ | | Loan 2 | £ | | |
| Private pension | £ | | Loan 3 | £ | | |
| Student grant | £ | | Maintenance | £ | | |
| Other | £ | | Other | £ | | |
| Add further information below (such as the applicant's trade and employment details) | | | *Please state why you have pled not guilty and what your defence to the charge(s) is | | | |

EQUALITY - FOR NEW CLIENTS - GIVE CLIENT EQUALITY CARD

Q1 Did not answer Q2 Ethnic origin: Q3 Disability Y N Did not answer

DECLARATION BY APPLICANT

- I declare that my application will be made electronically by my solicitor and the information given in this application is, to the best of my knowledge and belief, correct. I understand if I give false information I may be prosecuted.
- I consent to the Scottish Legal Aid Board making enquiries of any person or bodies including my solicitor, my employer, my bank, the Department for Work and Pensions and HM Revenue and Customs in relation to this application. I authorise those persons or bodies to provide the information required by the Board.
- I consent to the disclosure of the application, associated documentation and my case file held by my solicitor for quality assurance purposes including peer review and stage reporting, at any stage during or after the proceedings.
- The Scottish Legal Aid Board is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see the Board's website or contact the Board.

| | | | |
|---------------------------------------|--|------|--|
| Signature of applicant/representative | | Date | |
|---------------------------------------|--|------|--|

DECLARATION BY THE SOLICITOR

As the applicant has been remanded in custody for this matter, I am giving criminal legal aid until this application is determined by virtue of the automatic legal aid provisions of section 22(1)(d) of the Legal Aid (Scotland) Act 1986. Yes No

| | |
|------------------------|------|
| Signature of solicitor | Date |
|------------------------|------|

Data Protection Act 1998 - Access to Personal Data The personal information provided by you or on your behalf will be used in accordance with the Data Protection Act 1998 and for the Board's functions under the Legal Aid (Scotland) Act 1986. You have the right to make a formal request in writing to see the personal information we hold about you, to inspect it and to have it corrected if it is wrong. The Board may receive information about you from certain third parties (for example, some government departments and agencies), or give information to them. However, we will not pass on information about you unless the law allows us to do so.