



SECTION E	RELATED/LINKED REFERENCES INCLUDING APPEALS
List any related or linked cases where the applicant has joint interest with the others or any appeal references.	
Legal aid reference number	Applicant's name
Give any related advice and assistance reference number for this case and the value of this account.	
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> £ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Are you submitting the advice and assistance account in tandem with the civil account? Yes <input type="checkbox"/> No <input type="checkbox"/>	

SECTION F	EXPENSES
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(1) If no expenses were awarded or agreed between the parties, please briefly explain why not.

(2) Were the expenses:	Fixed by the court <input type="checkbox"/>	Awarded by the court 'as taxed' <input type="checkbox"/>
	Agreed between the parties <input type="checkbox"/>	Assessed by the auditor <input type="checkbox"/>

(3)(a) Have the expenses been recovered?	No <input type="checkbox"/>	Yes <input type="checkbox"/>
(b) If No, what are the prospects for recovery?	Very good <input type="checkbox"/>	Good <input type="checkbox"/> Poor <input type="checkbox"/>

(c) Please explain why - provide brief details explaining your assessment of the prospects for recovery.

4(a) Will you be attempting recovery of expenses? No  Yes

**If you do not recover the expenses, we may have to keep your client's contribution or property recovered or preserved. You should seek prior sanction for any steps in diligence. Any steps we take will primarily be aimed at collecting sums owed to the Legal Aid Fund only.**

(b) Give up to date details for each opponent with information that may assist if enforcement steps have to be taken:

(c) First opponent's name:	
(d) Address:	

(e) Was the opponent an assisted person? No  Yes

(f) If yes, please give any known legal aid reference number for this opponent. CI

(g) If the opponent's liability has been modified, please state the amount: £

(h) Give details of the opponent's employment, banking arrangements or known assets.

**For any additional opponents, give details as above on a separate sheet.**

Section G		PROPERTY RECOVERED OR PRESERVED				
(1)(a) Did the case involve any claim or counterclaim relating to money or other property?		No <input type="checkbox"/>		Yes <input type="checkbox"/>		
(b) Did the assisted person get or keep any property?		No <input type="checkbox"/>		Yes <input type="checkbox"/>		
(c) If Yes, what was the value? <b>The valuation is at the date of decree or transfer, whichever is the earlier.</b>		£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>				
(2)(a) What is the nature of the property? (tick all boxes that apply)	Money <input type="checkbox"/>	Pension <input type="checkbox"/>	House <input type="checkbox"/>	Policies <input type="checkbox"/>	Cars <input type="checkbox"/>	Other <input type="checkbox"/>
If Other, please specify:						
(b) Have you paid any money over to your client? <b>(If property has been recovered or preserved, you should refer to Regulation 40(3)(a) of the Civil Legal Aid (Scotland) Regulations 2002)</b>					No <input type="checkbox"/> Yes <input type="checkbox"/>	
(c) If Yes, how much have you paid?			£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			
(d) When was this paid?			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			
(3)(a) Are you attempting recovery of the principal or capital sum?			No <input type="checkbox"/>		Yes <input type="checkbox"/>	
<b>(You must ensure you have our sanction in terms of Regulation 22 before carrying out any diligence work.)</b>						
(b) If Yes, please provide details.						

SECTION H		REPORT ON PROCEEDINGS	
<b>Cases concluded by judicial settlement</b>			
(1)(a) Did the assisted person obtain all the orders for which Legal Aid was granted?		No <input type="checkbox"/> Yes <input type="checkbox"/>	
Please list which orders, if any, were obtained and explain why all or any of the orders sought were not obtained.			
(b) Were there, during the case, any changes in circumstances or other material changes to the information you gave us at the outset?		No <input type="checkbox"/> - Please go to section I.	
(c) Did you tell us about these changes by stage reporting or other communication?		No <input type="checkbox"/> - Please complete section (d) below.	
(d) If No, explain why you did not let the Board know about the changes.			

