**DIRECT ACCESS APPLICATION FORM**

Answers can either be typed or hand-written. Where necessary, boxes may be expanded or additional pages used.

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Email address |  |
| Telephone number |  |
| What sort of case do you need help with?  |  |
| Do you know which barrister you want to use?  |  |
| Do you want someone to represent you at a court hearing? If yes please tell us:* The date of the hearing;
* Which court the hearing will be in;
* Whether the hearing will be in person or remote.
 |  |
| If you do not want representation at a hearing, what do you need help with?* Fixed fee advice session;
* Drafting a letter or documents;
* Advice on a proposed settlement;
* Something else (please let us know what).
 |  |
| Please give a short background to your case. |  |
| Have court proceedings started?If yes, please attach any documents that you have received or sent in respect of the proceedings. |  |
| If court proceedings have started, are there any deadlines for paperwork or any dates fixed for hearings? If yes, please let us know what they are. |  |
| Have any offers been made to settle the case? If so, please give further details.  |  |
| Have you had any advice from a solicitor? If yes, please give further details (including the name of the firm and when they last acted for you).  |  |
| Is there a solicitor acting for the other side? If so, please give their details. |  |
| Any other relevant information |  |

**Please return this completed form and all relevant documents to** **clerks@5pumpcourt.com** **We will contact you as soon as possible.**