**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**](mailto:clerks@5pumpcourt.com) **We will contact you as soon as possible.**