

**From:** Liselle Archer [liselle@tyrerroxburgh.co.uk]

**Sent:** 07 February 2019 15:51

**To:** lorraine32@blueyonder.co.uk

**Subject:** Legal Aid Agency Requirements

Dear Madam

Following our telephone conversation today, please see below the requirements for the application for public funding (Legal Aid).

Please bring the following documents in order for us to open a case:

1. Most recent award letter confirming that your son receives ESA
2. Bank statements of all adults over the age 18 living in the household.

(Please note that the bank statements must be:

- Covering the last 3 months with no gaps, this includes 07 February 2019 –07 November 2018)
- For all bank statements including savings accounts and dormant accounts)

3. Passport or Driving Licence (proof of ID)
4. Tenancy Agreement and letters from your landlord
5. Anything else you consider relevant.

**Please note:** we are unable to open a case until we have received all of the above documents.

Kind Regards

**Liselle Archer**

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