Exceptional Case Funding Team

Legal Aid Agency

7th Floor

Petty France

London

SW1H 9AJ

**BY RECORDED DELIVERY: GQ 0000 0000 8GB**

Date: 11 March 2019

Our ref: 71500001

Caseworker: Adviser Name

**Exceptional Case Funding Application**

**Dear Madam or Sir,**

**Re: Ourclient Clientname**

**Nationality: Iranian**

**Date of Birth: 1 January 1980**

We write on behalf of our above named client and enclose her authority to contact you.

Please find enclosed an exceptional case funding application in relation to Ms Clientname.

Please find the following documents enclosed in support of this application:

* Applicant’s signed authority to act
* Completed CIV ECF1
* Completed CW1
* [Further evidence as relevant to show that client has a case and providing evidence of his or her financial situation. Examples below are based on a real case]
* Letter from Bristol City Council Social Services confirming support of Ms Clientname of £120 per week in cash and accommodation in kind.
* Bank statements from Natwest savings account, dated from 24 November 2018 to 24 January 2019, showing financial transactions of Ms Clientname including child maintenance payments of £90 per week from her former partner.
* Bank statements from Natwest current account, dated from 24 November 2018 to 24 January 2019, showing financial transactions of Ms Clientname including Child Benefit payments of £48.10 per week.
* Copy of Ms Clientname’s passport.
* Copy of Ms Clientname’s biometric residence permit.

Ms Clientname tells us that when she arrived in the UK in 2006 she was using her married surname of Marriedname, and she applied for her national insurance number in that name. After she and her husband separated she resumed her maiden name (Clientname).

Should you require any further information or evidence in order to process this application, please do not hesitate to contact our office.

Yours faithfully,

Adviser Name

Adviser Title/Role

**Organisation Name**