



PROTECT- PERSONAL INFORMATION

Application for extension of Upper Costs Limit

CW3B

This form should be used for making extension requests on hourly rates cases opened under para 8.83 (b-g and j-m) of the 2010 Standard Civil Contract. It should also be used for hourly rates cases opened post 1 October 2007 under the Unified Contract (excluding those under para 11.2 (a)). This form must be submitted to the London Regional Office in advance of the requested work being commenced.

Provider Details

Name of Provider: _____ Account Number: _____

Supplier address: _____

DX: _____ Telephone: _____ Email: _____

Case Details

Client's Forename: _____ Surname: _____

Client's DoB: ___/___/___ LH Start Date: ___/___/___ CLR Start Date: ___/___/___

Client's Full Post Code: _____ Nationality: _____ UCN: _____

Please confirm the nature of the extension request and the current stage of case:

Matter Description	Legal Help:
<input type="checkbox"/> Fresh Application (if original asylum application was made prior to 1 October 2007)	<input type="checkbox"/> Prior to submission of Fresh Claim
<input type="checkbox"/> Legal advice solely in relation to Form Filling	<input type="checkbox"/> Post submission of Fresh claim
<input type="checkbox"/> Early Legal Advice Process (ELAP)	<input type="checkbox"/> Prior to substantive Interview
<input type="checkbox"/> Bail Application / Renewals	<input type="checkbox"/> Post substantive Interview
<input type="checkbox"/> Fast Track	<input type="checkbox"/> Post Home Office decision
<input type="checkbox"/> Unaccompanied Asylum Seeking Child (UASC)	<input type="checkbox"/> Other (please specify in summary section)
<input type="checkbox"/> Other (please specify)	
	CLR:
	<input type="checkbox"/> Prior to substantive hearing
	<input type="checkbox"/> Post substantive hearing

Has the client been detained during this matter? Yes <input type="checkbox"/> No <input type="checkbox"/>	Matter Type: <input type="checkbox"/> Asylum <input type="checkbox"/> Non - Asylum
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Please note Legal Help & CLR profit costs limits and **the disbursement limits are exclusive of VAT.**

Application	Costs incurred	New Limit Requested	Limit Allowed	LSC Decision maker and date of grant	PA Ref
Legal Help	£	£	£		
Legal Help Disb Limit	£	£	£		
CLR Financial Limit	£	£	£		
CLR Bail Only Limit	£	£	£		

Summary of Case:

Please provide a brief description of the case, clearly detailing the key factual and legal issues material to the client's application/appeal. Please include an update of the case since the previous extension application if applicable.

Give details of the work you have carried out to date:

Provide in chronological order the main steps of the case completed together with details of all disbursements/counsel fees incurred to date. A running record of costs is acceptable if it details the work undertaken.

Give details of the work for which further funding is now required:**Declaration:**

I confirm that the details on this form are true to the best of my information and belief and that the work on this matter has been carried out in accordance with the contract specification and guidance.

Signed: _____

Print (Accredited Adviser)

name: _____ Date: ____/____/____