



# Financial assessment form for Child under 16

CLSMEANS4

Only fill in this form if the applicant for legal aid is a child under 16

Please read the questions carefully before completing this form. This form must be signed by the child applicant's litigation friend or guardian ad litem or the child applicant's solicitor where the child is entitled to conduct proceedings without a litigation friend or guardian ad litem.

1. Please state the:

Name of the child  
applicant: \_\_\_\_\_

Child applicant's  
date of birth:        /        /       

Your name: \_\_\_\_\_

Your address for  
correspondence: \_\_\_\_\_

Postcode \_\_\_\_\_

Your relationship to  
the child applicant: \_\_\_\_\_

2. Does this child receive any money on a regular basis?

4 Do not include part time earnings, holiday jobs, pocket money or any maintenance that you get for the child.

No: please go to  
question 3

Yes: Do not complete this form.  
Complete form  
CLSMEANS1 instead

3. Does this child have any savings, items of value or investments totalling £2,500 or more or is he or she due to receive money from a trust fund or will?

No: Please sign and  
date the form

Yes: Do not complete this form.  
Complete form  
CLSMEANS1 instead

## Data Protection Act - access to personal data

The personal data provided by you will be processed in accordance with the principles of the Data Protection Act 1998 and for the purposes of the Legal Services Commission's functions under the Access to Justice Act 1999. You have the right to make a formal request in writing for access to personal data held about you to inspect it and have it corrected if it is wrong. The Legal Services Commission may receive information about you from certain third parties, or give information to them; these third parties include some government departments. However, we will not disclose information about you unless the law permits us to.

If false or inaccurate information is provided and fraud is identified, details will be passed to fraud prevention agencies to prevent fraud and money laundering. Further details explaining how the information held by fraud prevention agencies may be used can be found on the Legal Service Commission website: <http://www.legalservices.gov.uk/civil/forms.asp>

## **A: Declaration and authority**

**To be signed only by a person acting for a child in a non-professional capacity e.g. a parent, friend or relative. If you knowingly make a false statement you may be prosecuted.**

- 4 I declare that the information I have given on this form is correct and complete.
- 4 I understand that if the information is not correct or complete criminal and/or civil action may be taken against me.
- 4 I give my permission for the Legal Services Commission to make any enquiries of third parties and I authorise those third parties to give any information necessary to deal with this.

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## **B: Declaration and authority by professional guardian ad litem or solicitor acting for a child**

**To be signed only by a solicitor or a professional guardian ad litem appointed by the court acting for a child.**

- 4 I declare that as far as I know, the information I have given is true, based upon the reasonable enquiries which I have been able to make, exercising due care and diligence.

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
(Professional guardian ad litem or solicitor)