

Application for a review of legal aid in criminal proceedings on the grounds of hardship

Form CRM16



Legal Aid Agency

MAAT Reference
(for official use)

! Use the Guidance

If you are not sure whether you should use this form

or how to complete it

or what to do when you have completed it

see the guidance at: www.justice.gov.uk/forms/legal-aid-agency/criminal-forms/applications

About you

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Mr Mrs Miss Ms Other title Your forenames or other names (in BLOCK LETTERS)

Your surname or family name (in BLOCK LETTERS) Your date of birth

The date when you sent CRM14 to court The MAAT reference of your application, if you know it

! GUIDANCE

This application for review relates to:

! GUIDANCE

Magistrates' Court Crown Court where income contribution assessed Crown Court where legal aid refused

The grounds of your application (why you are applying for a review)

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! GUIDANCE

If you or your partner have not received during the past 12 months, income that you included on form CRM14, CRM15 or CRM15C, give details of the income you have not received (we call this 'denial of income').

If you have been denied income from two or more sources, use another sheet of paper.

In which form did you give us details about the income?	The question number	The date this income stopped	The amount of income that you no longer receive	Who received the income?	
CRM14	CRM15	CRM15C		You	Your Partner
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Why was the income stopped?

! EVIDENCE

The evidence which you have provided

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! GUIDANCE

Cost of Living Allowance

Outgoings covered by the Allowance cannot be taken into account. The Allowance covers the cost of food, clothing, insurance and utilities such as gas and water.

! EVIDENCE

The evidence you will need to provide includes loan agreements and credit card statements. Bank statements alone are insufficient evidence of such debts.

Before you send your application, check the guidance for this form for a full list of evidence requirements.

If you want to give more details, use another sheet of paper.

If you or your partner have any outgoings which you have not already told us about on the form CRM15, that are not covered by the Cost of Living Allowance, give details.

Outgoing	Amount payable	Defer or reduce payment?	Evidence provided?
Before you answer, read the notes opposite and the guidance for this form.	After 'every' put either: week, 2 weeks, 4 weeks, month, or year, to show when you usually make your payments.	Not for cases heard by the Crown Court	
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
	£ every	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes

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Additional information

! GUIDANCE

If you require more space for your answers, use another sheet of paper.

! EVIDENCE

If you have given additional information, are you providing evidence for what you have said?

No Yes

Declaration by your partner

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! GUIDANCE

I declare that the information on this form, with the information on form CRM14 and on forms CRM15 and CRM15C (if I used them), is a true statement of all my financial circumstances to the best of my knowledge and belief.

I understand that all the terms of the declaration which I signed on form CRM14 apply to this form.

Signed

Date

Full name (in BLOCK LETTERS)

Declaration by you

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I apply for a review of my application for legal aid and of any contribution towards the cost of my defence that I am required to pay, on the grounds that payment will cause me to suffer financial hardship.

I declare that the information on this form, with the information on form CRM14 and on forms CRM15 and CRM15C (if I used them), is a true statement of all my financial circumstances and those of my partner to the best of my knowledge and belief.

I understand that all the terms of the declaration which I signed on form CRM14 apply to this form.

Signed

Date

Full name (in BLOCK LETTERS)

If your partner has not signed the declaration at 5, please explain:

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Now give this form to your solicitor who must complete question 8; and additionally, if your case is in a magistrates' court, an appeal or a committal for sentence, or you have been refused legal aid for a Crown Court trial, your solicitor must complete question 9.

Your solicitor must also sign and date the declaration at question 10.

For completion by the solicitor who acts for you

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Details of the instructed solicitor

Mr Mrs Miss Ms Other title

Solicitor's initials, surname or family name (in BLOCK LETTERS)

Name of the solicitor's firm

Reference for correspondence

Provider's LAA Account Number

Telephone (land line)

Mobile phone

Document Exchange (DX)

Fax

email address

Costs

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! GUIDANCE

9.1: Grade of fee earner

This will allow your private hourly rate to be benchmarked against historical DCA rates. If your hourly rate is significantly higher than the corresponding DCA rate, please tell us why the case justifies such a high rate. Give the reason(s) at 9.4 (Explanation of costs).

! GUIDANCE

9.2: Advocate costs

If your estimate of advocate costs is based on instructing more than one advocate or Queen's Counsel or both, please set out the costs for the other advocate(s) at 9.4 (Explanation of costs); and explain why the case requires this level of representation.

9.3: Total costs

The total estimate of the costs will be compared to average historical Defence Costs Orders for the relevant type of case. And see the panel notes for 9.4 on page 6.

9.1 Solicitors' costs: complete for magistrates' court hardships, and Crown Court eligibility reviews, only.

The offence, or if more than one, the most serious offence

The court where the case will be heard

Initial plea, if known **Grade of fee earner.** See the side panel.

	Hourly rate	Hours	Total cost	VAT
Preparation and Attendance	£ <input type="text"/>	x <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Hearings	£ <input type="text"/>	x <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Disbursements (if the case is in a magistrates' court, is an appeal or a committal for sentence, include counsel's fees)			£ <input type="text"/>	£ <input type="text"/>
Final costs (Preparation and Attendance + Hearings + Disbursements)			£ <input type="text"/>	£ <input type="text"/>

9.2 Advocate costs: complete for Crown Court eligibility reviews, only. See the side panel.

Level of advocate

	Hourly rate	Hours	Total cost	VAT
Brief Fee (preparation, conferences and first day of trial)	£ <input type="text"/>	x <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Refreshers (attendance at second and subsequent days of trial)	£ <input type="text"/>	x <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Disbursements			£ <input type="text"/>	£ <input type="text"/>
Final costs (Brief Fee + Refreshers + Disbursements)			£ <input type="text"/>	£ <input type="text"/>
9.3 Total costs (Solicitors' costs + Advocate costs, including final costs for any additional advocates described in 9.4)			£ <input type="text"/>	£ <input type="text"/>

9.4 Please explain the costs of the case: See the side panel on page 6.

If you require more space, continue on page 6 and then, if necessary, a sheet of paper →

9.4: Explanation of costs

If your total estimate of the costs at 9.3 considerably exceeds the average Defence Cost Order for the type of case, please ensure that a clear explanation is given here.

Please include a breakdown of disbursements which you judge will be incurred, actually and reasonably.

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Certificate by solicitor

I certify that I have provided as accurately as possible all the information which this form requests me to provide.

Signed

Date

Full name (in BLOCK LETTERS)

Official use

Note all issues that you considered in conducting the assessment (and note information given orally)

Magistrates' Court Hardship Review

Passed Refused

Crown Court Hardship Review: Revised Contribⁿ?

No Yes. Contribution is £

Crown Court Eligibility Review: Eligible?

No Yes. Contribution is £

Signed

Date

Case Number

/ /

Name of the appropriate officer

Representation Order Number