

Notice of McKenzie Friend

To be completed by the Applicant/Claimant or the Respondent/Defendant

[Please fill in the form. take it to the court and hand it to the court usher **before the hearing starts.**]

Case Number:.....

Parties: Applicant/Claimant:.....

Respondent/Defendant:.....

I am the **Applicant/Claimant** () / **Respondent/Defendant** () (please tick)

I wish to have a McKenzie Friend with me at the hearing. I understand that my McKenzie Friend:

- 1) may provide moral support; take notes; help with case papers; quietly give advice.
- 2) may not address the court, make oral submissions or examine witnesses unless the Judge gives permission;
- 3) in family matters, should not have an interest in the outcome of the proceedings.

The McKenzie Friend is (please tick)

- (a) a relative (please give relationship).....
- (b) a friend/ neighbour/colleague/ other (please specify).....
- (c) a free- advice agency worker.....
- (d) a person I am paying to help in this case.....

If you have ticked box (c) or (d) above, please say what agency or organisation or association the person belongs to (if any).....

Name and Address of McKenzie Friend:

(business address if (c) or (d) above has been ticked)

The McKenzie Friend must complete below:-

1. Have you read the Practice Guidance issued on 12 July 2010 by the Head of Civil Justice and the Head of Family Justice? It is available online and displayed here:

<http://www.judiciary.gov.uk/Resources/JCO/Documents/Guidance/mckenzie-friends-practice-guidance-july-2010.pdf>.

2. Do you agree to comply with it?

Yes/ No

Yes / No

3. Do you have a legal qualification?

Yes / No

If yes, please specify

The Judge may ask you questions about the above statements to satisfy him/herself that your answers are accurate. Those questions may be renewed at any subsequent hearing.

Signature of Litigant

Date