

Application for Pro Bono Referral for Individuals



HOW TO APPLY

MAIL: Law Access
PO Box 3359 Broadway,
Nedlands WA 6009

EMAIL: lawaccess@lawaccess.org.au

ENQUIRIES: (08) 6488 8725

Please Note: We prefer to receive applications by post or email. We recognise that this is not always possible for everyone and we will accept hand-delivered applications through the Law Society of WA's reception at Level 4, 160 St George's Terrace, Perth WA 6000

PERSONAL DETAILS of person who requires legal assistance

I am completing this form for: ☐ Myself ☐ Someone else *Note: If someone else, only continue if you have decision making authority for that person.*

Title (eg Mr, Ms, Mx): Gender (M, F, X): Preferred pronouns:

First Name(s): Last Name:

Other names you have been known by: Date of Birth:

Address: Suburb: Postcode:

Postal address (if different):

Preferred phone: Secondary phone:

Email address: Are you homeless or at risk of homelessness? ☐ Yes ☐ No

Who should we contact to discuss your application? ☐ Me ☐ Someone else If someone else, what is their name?

If someone else, what is their relationship to you? What is their email address:

Do you identify as Aboriginal or Torres Strait Islander? ☐ Yes ☐ No Do you identify as LGBTQIA+? ☐ Yes ☐ No ☐ Prefer not to say

Were you born in Australia? ☐ Yes ☐ No If no, which country? and when did you arrive in Australia?

What is the main language you speak at home? English ☐ Other ☐ Do you feel confident speaking about your legal issue in English? ☐ Yes ☐ No

Would an interpreter help you to understand? ☐ Yes ☐ No If yes, which language?

Please provide details of any disabilities, diagnosed mental health issues or other serious health issue you have.

Have you experienced family violence? ☐ Yes ☐ No If yes from whom? The other party in your legal issue ☐ Someone else

Has there been a restraining order between you and the other party? ☐ Yes ☐ No If yes, who was the protected person? Me ☐ The other party

When was the order? Now ☐ In the past ☐ What type of order?

HOME AND MONEY

Law Access needs to know information about your circumstances and legal issue to assess whether you are eligible for assistance. You must provide true and complete information. If we find your information is false or you have left anything out, you will not get help from Law Access or pro bono lawyers.

Put your INITIALS in the box to show that you understand and agree.

Do you have a partner? *NB: includes spouse, defacto or any partner where you share income and expenses or one person financial supports the other.* ☐ Yes ☐ No

Who do you live with? *Please tick all that apply.* ☐ Partner ☐ Children under 18 and if so, how many?
☐ Children over 18 ☐ Your parents ☐ Other (*please specify*):

Are you currently employed? ☐ Yes ☐ No If yes, how much do you earn each week after tax is taken out?
If not, when did you last do paid work?

Are you currently receiving any government payments? ☐ Yes ☐ No If yes, how much do you receive each week?

If yes, please list all the government payments you receive.

What was your taxable income last financial year?

Is your partner employed? ☐ Yes ☐ No If yes, how much do they earn each week after tax is taken out?

Does your partner receive any government payments? ☐ Yes ☐ No If yes, how much do they receive each week?

Do you or your partner receive child support payments? ☐ Yes ☐ No If yes, how much do you or they receive each week?

Do you or your partner receive any other income or support? ☐ Yes ☐ No If yes, how much do you or they receive each week?

Are you or your partner accessing superannuation at the moment? ☐ Yes ☐ No If yes, provide details.

HOME AND MONEY continued.

What are the housing costs for you and your partner?	None	Rent	Board	Mortgage	Other <i>please specify</i> :
How much do you and your partner pay each week in housing costs?					
Do you or your partner pay Child Support?	Yes	No	If yes, how much do you or your partner pay each week?		
Do you or your partner pay for childcare?	Yes	No	If yes, how much do you pay in childcare each week?		
Do you or your partner provide support to anyone else?	Yes	No	If yes, please provide details:		
Do you or your partner own your current home?	Yes	No	If yes, what is the current value (what would it sell for)?		
			If yes, how much is owed on the property (<i>eg mortgage</i>)?		
Do you or your partner own any other properties?	Yes	No	If yes, provide details:		
How many bank accounts do you or your partner have?			What is the total amount in these accounts?		
How many vehicles do you or your partner own?			What is their value not counting amounts you own on them?		
Do you or your partner own a business?	Yes	No	If yes, what is the value of the business?		
Do you have any other assets (<i>eg. jewellery / shares</i>)?	Yes	No	If yes, how much are these assets worth in total?		
Have you received a Redress payment?	Yes	No			
Do you or your partner have any other debts or liabilities?	Yes	No	If yes, please provide details:		
Is there anything else that we should know about your financial situation (please supply details)?					

OTHER LEGAL HELP

Have you tried to get legal assistance from anywhere else?	Yes	No	If so, did you receive any legal assistance?	Yes	No
List the legal services you have asked for help:					
What legal assistance have you received (if any)?					
Are you still receiving assistance?	Yes	No			
If they were unable to help, what reason did they give?					

ABOUT YOUR LEGAL ISSUE

What do you need help with?	Family, Children, Separation	Money	Housing, Property	Work
Unfair or inappropriate treatment	Decision making and Deceased estate		Crime and Driving	Commercial and Consumer
Injuries and Compensation	Other (<i>please specify</i>):			I don't know

What are the names and details of the other parties in your matter?

Name the lawyer(s) or firm/organisation assisting the other parties.

Please provide details of your matter including:

(a) What is happening in your matter at the moment?
 (b) What has happened to get to this point (the history)?
 (c) What would you like to happen in your legal matter?

Are there any hearing dates coming up?

If so, which Court / Tribunal?

Are there any other important dates coming up?

If so, what type of important date is it?

Please tell us how did you find out about Law Access?

MY INFORMATION

By signing this form you are accepting that:

1. Law Access relies on the information that I provide and I must provide full disclosure of all relevant information to Law Access to process my application.
2. Law Access may need to get other information about me or my legal issue and I provide the consent below for my information to be shared with Law Access.

AUTHORITY: *I authorise and request any person or organisation holding relevant information about me to provide Law Access any information and documents Law Access request in order to assist Law Access to process my application for pro bono assistance.*

3. Law Access may share information about my application with others for the purpose of processing my application.
4. Law Access may publish information about my application for reporting, marketing and promoting Law Access work and pro bono practice but when they do so they will not use my name or other information that would allow me to be identified unless I specifically agree to be identified.
5. Law Access will keep my information confidential and use it only for my application and not for processing any application by any other applicant.
6. Law Access may receive or possess information for others whose interest conflict with mine and will not use their information in processing my application. Law Access may still process applications when this happens.
7. Where there is a conflict of interest, Law Access may refer my application to an independent external party for assessment.

Signature:

Date:

ACKNOWLEDGEMENT: Law Access does not provide legal services

By signing this form you are accepting that:

- Law Access does not provide legal advice or representation. Law Access will not act as your lawyer.
- You remain responsible for meeting any limitation dates or important dates in your matter and attending any hearings.
- If you are eligible, Law Access will try to find a lawyer willing to help without charging their usual fees.
- If we find a lawyer or law firm willing to help, you are responsible for negotiating the terms of your engagement with them.
- Do not rely on Law Access to provide legal advice or representation. No cause of action in negligence for providing or failing to provide legal advice arises from Law Access processing or assessing your application.

Signature:

Date:

EVIDENCE IN SUPPORT OF YOUR INFORMATION

You will need to provide Law Access with evidence in support of your application. Where possible, please provide copies and keep your originals.

Evidence in support of your financial circumstances disclosure:

Bank Statements for the last three months for any accounts in the name of yourself, your partner and your business.

Your most recent payslip (if you are working) and Centrelink Income Statement (if you receive government payments).

Please note that Law Access may request further information about, or evidence of, your financial circumstances in order to process your application.

Evidence showing you tried to get legal assistance from elsewhere:

If you have one, provide the letter from Legal Aid (or other service provider) refusing assistance.

Documents that are relevant to your legal issue, these may include:

Court/Tribunal documents that you have filed or received from the Court or the other party.

Any Court/Tribunal decision you want to appeal or review.

Any letters or emails that relate to your issue or dispute.

Any legal advice you have received.

Anything else that will help us understand your legal issue.

Please note that Law Access may request further information about your legal issue in order to process your application.