

Not-for-Profit Only

Application for extension of Upper Casework Limit – Controlled Work

This form must be completed in full and submitted to your Regional Office. You may be asked to provide further information and/or copies of the client's application form.

Supplier Details

Name of supplier: _____
Account number: _____
Name of Category Supervisor: _____
Contact Telephone number: _____

Case Details

Client name: _____ File number: _____

Evidence given in support of means: Yes No

If no please record justification or exceptional circumstance:

SQM category:

Current Upper Casework Limit (h:mm):

Direct Casework Time spent on the case to date (h:mm):

Give details of work carried out to date:

Give details of the new Upper Casework Limit requested, and what work you intend to do within the increased limit:

If a public funding certificate would be available for this type of matter, explain why one has not been applied for, or why the case has not been referred to a solicitor to apply for a public funding certificate:

Sufficient Benefit/CLR Merits Test

What would be a successful outcome for your client in this matter?

What is your estimate in percentage terms of that outcome being achieved?

If money or property is in issue please give details of what is at stake:

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: _____
Category Supervisor

For and on behalf of (suppliers name): _____

Date: _____

For LSC office use only

New Upper Casework Limit for this matter: _____

Refused (Give Reason):

Date: _____