

# Letter from a public authority as evidence of domestic violence

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*This example letter has been designed by the Ministry of Justice to be used to request evidence of support from a public authority.*

*Information required is highlighted and instructions are italicised. **Please delete any unnecessary text and instructions (including this introduction) before sending.***

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**HEADED LETTER [Where possible, please use letter headed paper]**

[Addressee name]

[Your Address]

[Address]

[Your E-mail (if applicable)]

[Your Contact telephone number]

Dear [Insert name of addressee],

Name of perpetrator: [Name of perpetrator]

Name of applicant: [Name of applicant]

I understand that [Name of applicant] wishes to access legal aid for a family dispute as a victim of domestic violence. For this reason, I have been asked to provide a letter in accordance with regulation 33 and schedule 1 of the Civil Legal Aid (Procedure) Regulations 2012 (as amended).

Accordingly, I can confirm that [Name of applicant], a person with whom [Name of perpetrator] is or was in a family relationship with, was assessed as being, or at risk of being, a victim of domestic violence by [Name of perpetrator].

Yours sincerely,

[Sign]

[Name of public authority signatory]

[Title of signatory and organisation]