

APPLICATION FOR A MCKENZIE FRIEND

Family Proceedings

Use this form if you want permission to be helped by a McKenzie friend during family proceedings. **The court needs the information in this form to decide whether to give permission.** There is no court fee charged for making this application.

You should make your application as soon as you are able to and in any event no less than 7 days prior to the court appointment (unless the court hearing has been listed urgently in which case this form should be submitted as soon as possible before the hearing).

You should send a copy of this Application to the Family Court and to the other party or their advocate if they are represented.

Case details

Full Name of Applicant/Respondent making this application:

Court Reference Number:

Proceedings in which McKenzie friend is required:

I apply for the court's permission to have a McKenzie friend with me during the

I understand that if the court gives permission:

- * **my McKenzie friend may help me with case papers, take notes for me and**
- * **advise me quietly, without interrupting the proceedings, as the court permits**
- * **my McKenzie friend may NOT address the court or question a witness**
- * **the Court may withdraw permission at any time.**

About my McKenzie friend

Full Name :

Address:

Date of Birth:

Email Address:

Phone:

Mobile:

Occupation:

Is the person you want to be your McKenzie Friend expected to be a witness in your case?

Yes

No

If yes, that person **cannot usually help you as a McKenzie friend**. You should find someone else.

The person I want to be my McKenzie friend is:

a friend or family member (please say which)

a member of an advice agency or similar organisation (please specify the agency or organisation and give its address:

an independent adviser

The person I want to be my McKenzie Friend has:

No legal education, legal training or legal qualification

the following legal education, legal training, or legal qualification (please give details)

Have you agreed to pay your McKenzie friend for their help?

Yes

No

If Yes, please give details:

Has the person you want to be your McKenzie friend ever been:

refused permission to help someone as a McKenzie friend?	Yes	No
excluded from a court hearing?	Yes	No
found in contempt of court?	Yes	No
disciplined by a legal professional body?	Yes	No

If you answered Yes to any of those questions please give details:

Declaration by McKenzie friend

I confirm the accuracy of the information above.

I understand that if the court gives permission for me to help

(insert name)

I may help

with case papers, take notes for them and advise them quietly without interrupting the proceedings, as the court permits

- * I may NOT address the Court or question a witness unless, exceptionally, the court gives special permission immediately before I do so
- * I understand that family proceedings are private and confidential to the parties and I must not disclose any of the proceedings, (anything I hear or see) to anyone outside of the proceedings, I further understand that my duty of confidentiality continues even after my role has ended and the proceedings have completed
- * I understand that the Court may withdraw permission at any time.

I understand that the Court may ask me questions about this application.

Signed:

McKenzie Friend

Signed:

Applicant/Respondent

Date:

IF ACTING AS A LITIGANT IN PERSON GUIDANCE OF THE COURT'S EXPECTATIONS OF YOU IN CONDUCTING YOUR CASE IS CONTAINED AT:-

<https://www.courts.im/media/1420/financialremediesnotestoassist.pdf>

<https://www.courts.im/media/1415/disputesconcerningchildrennotes.pdf>

WHICH YOU ARE ADVISED TO READ PRIOR TO ATTENDING COURT

If you would like to know more about why we collect your data and what we do with it, please look at our Privacy Policy on our website at the following address :
<https://courts.im/about-this-site/privacy/>