Court of Protection

Certificate of notification/ non-notification of the person to whom the proceedings relate

Case no.

{ MERGEFIELD FW_OP_FW_COP_REF }

Please refer to the guidance note for COP20A before completing this form

Full name of person to whom the application/appeal relates
(this is the person who lacks, or is alleged to lack, capacity)

{ MERGEFIELD FW_PER_REL_FW_CLI1_TITLE \f" " **}{** MERGEFIELD
"FW_PER_REL_FW_CLI1_FNAME" \f" " **}{** MERGEFIELD
"FW_PER_REL_FW_CLI1_MNAME" \f" " **}{** MERGEFIELD
"FW_PER_REL_FW_CLI1_SNAME" **}**

Section 1 – Person notified

1.1   Address:

{ MERGEFIELD CLIENT_HOUSE \f" "**}**
{ MERGEFIELD CLIENT_AREA \f" "**}**
{ MERGEFIELD CLIENT_POSTAL_TOWN
\f" "**}**
{ MERGEFIELD CLIENT_COUNTY \f" "**}**
{ MERGEFIELD CLIENT_POSTCODE \f" "**}**

{ FORMCHECKBOX **}**   **{** FORMCHECKBOX **}** Other
Persons residence

{ FORMTEXT **}**

1.2   Date of notification

{ MERGEFIELD
FW_PER_REL_FW_CLI1_NOT2 **}**

Section 2 – Details of the person who provided notification

2.1   Your name:

{ IF **{** MERGEFIELD FW_INSTR_FW_APP_SRV1 **}** = "Yes" "**{** MERGEFIELD
CALCULATION_FEE_EARNER_DESCRIPTION **}**" "**{** MERGEFIELD
FW_APP1_FW_A1_TITLE **}** **{** MERGEFIELD FW_APP1_FW_A1_FNAME **}** **{** MERGEFIELD
FW_APP1_FW_A1_SNAME **}**" **}**

2.2   In what capacity are you providing notice?

As the:

{IF **{** MERGEFIELD
FW_INSTR_FW_APP_SRV1 **}** =
"Yes" ☐ ☑ **}** Applicant

{ FORMCHECKBOX **}**   **{** FORMCHECKBOX **}**
Appellant   Respondent

{IF { MERGEFIELD FW_INSTR_FW_APP_SRV1 **} =** "No" ☐ ☑ **}** Applicant's solicitor

{ FORMCHECKBOX }
Appellant's solicitor

{ FORMCHECKBOX }
Respondent's solicitor

{ FORMCHECKBOX }
Applicant's litigation friend

{ FORMCHECKBOX }
Agent

{ FORMCHECKBOX }
Respondent's litigation friend

Other *(Please give details)*

{ FORMTEXT **}**

Section 3 – Nature of the notification (For non-notification please go to section 4)

Please tick one of the following statements:

If you were unable to notify the person to whom the application relates, all of the items in the relevant statement below, you must explain in section 4 why you could not carry out a full notification.

3.1   **{ FORMCHECKBOX } Participation in the proceedings**

I have notified the person to whom the application relates that the court has made a decision about how the person the application is about is to participate in the proceedings (including the appointment of a litigation friend or representative to act on their behalf)

- Whether the court has directed that the person being notified should be a party to the proceedings;

- Whether the court has appointed a litigation friend or other representative to act on their behalf and details of who that person is;

- If the court has directed that the person being notified should be a party to the proceedings, but no litigation friend, accredited legal representative was appointed the reasons why no appointment was made; and

- Whether the person being notified has been given the opportunity to address the judge directly, or indirectly;

3.2   **{ FORMCHECKBOX } Application form has been issued**

I have notified the person to whom the application relates that an application form has been issued and I explained to the person:

- Who the applicant is;

- That the application raises the question of whether they lack capacity in relation to a matter or matters, and what that means;

- What will happen if the court makes the order or direction that has been applied for;

- Where the application contains a proposal for the appointment of a person to make decisions on their behalf in relation to the matter to which the application relates, details of who that person is;
and

- That they may seek advice and assistance in relation to the application.

- I have provided form COP5 Acknowledgment of notification.

3.3   **{ FORMCHECKBOX } Application has been withdrawn**

I have notified the person to whom the application relates that an application has been withdrawn and I explained to the person:

- That the application has been withdrawn;

- The consequence of the withdrawal; and

- That they may seek advice and assistance in relation to the application.

3.4 **{** FORMCHECKBOX **} Appellant's notice has been issued**

I have notified the person to whom the application relates that an appellant's notice has been issued and I explained to the person:

- • Who the appellant is;

- • The issues raised by the appeal;

- • What will happen if the court makes the order or direction applied for; and

- • That they may seek advice and assistance in relation to the appeal;

- • I have provided with form COP5 Acknowledgment of notification.

3.5 **{** FORMCHECKBOX **} Appellant's notice has been withdrawn**

I have notified the person to whom the application relates that an appellant's notice has been withdrawn and I explained to the person:

- • That the notice has been withdrawn;

- • The consequence of the withdrawal; and

- • That they may seek advice and assistance in relation to the appeal.

3.6 **{** FORMCHECKBOX **} A decision has been made by the court**

I have notified the person to whom the application relates that a decision except for a case management decision has been made by the court and I explained to the person:

- • The effect of the decision or order; and

- • That they may seek advice and assistance in relation to the decision or order,

- • I have provided a copy of the order made by the court to the person.

3.7 **{** FORMCHECKBOX **} Another matter as directed by the court**

I have notified the person to whom the application relates of another matter as directed by the court and I explained to the person:

- • The matters directed by the court; and

- • That they may seek advice and assistance in relation to the matter.

3.8 **{** FORMCHECKBOX **} Manner of notification**

Describe the steps you took to explain the matter or matters to the person to whom the application relates and the extent to which they understood or appeared to understand the information given. Please also describe what, if anything the person to whom the application relates said or did in response to that notification.

{ FORMTEXT **}**

Section 4 - Non-notification

If you could not provide notification, please describe your attempt to do so, and explain the reasons why notification was not provided.

{ FORMTEXT **}**

Section 5 - Statement of truth

The statement of truth is to be signed by you, your solicitor or your litigation friend.

*(I believe) The applicant believes that the facts stated in this annex are true.

Signed

Date

{ FO RM TE XT }	{ FO RM TE XT }	{ FO RM TE XT }	{ FO RM TE XT }	{ FO RM TE XT }	{ FO RM TE XT }	{ FO RM TE XT }	{ FO RM TE XT }

Name

{ IF **{** MERGEFIELD FW_INSTR_FW_APP_SRV1 **}** = "Yes" **{** MERGEFIELD CALCULATION_FEE_EARNER_DESCRIPTION **}** "**{** MERGEFIELD FW_APP1_FW_A1_TITLE **} {** MERGEFIELD FW_APP1_FW_A1_FNAME **} {** MERGEFIELD FW_APP1_FW_A1_SNAME **}**" **}**

Name of firm

{ IF **{** MERGEFIELD FW_INSTR_FW_APP_SRV1 **}** = "Yes" **{** MERGEFIELD PRACTICEINFO_PRACTICE_NAME **}** " " **}**

Position or office held

{ IF **{** MERGEFIELD FW_INSTR_FW_APP_SRV1 **}** = "Yes" **{** MERGEFIELD CALCULATION_STATUS_D ESCRIPTION **}** " " **}**

Please return the completed certificate to the Court of Protection

Note:
No other forms need to be attached with this form. However, it may assist the court if your completed **COP20A** and **COP20B** could be returned at the same time.