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COP 20A 12.10

Court of Protection

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

Case no.

Please refer to the guidance note COP21A 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)

Section 1 - Person notified

1.1 Address

☐ persons residence ☐ Other *(Please give details)*

1.2 Date of notification

D	D	M	M	Y	Y	Y	Y

Section 2 - Details of the person who provided notification

2.1 Your name:

2.2 In what capacity are you providing notice?

As the:

☐ Applicant ☐ Appellant

☐ Applicant's solicitor ☐ Appellant's solicitor

☐ Applicant's litigation friend ☐ Agent

☐ Other *(Please give details)*

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Section 3 – Notification (For non-notification please go to section 4)

Please tick one of the following statements:

(Please read: If you attempted to notify but were unable to carry out a full explanation as referred to in the bullet points of the relevant statement below you must give your reasons in section 4 as to why you could not carry out full notification)

3.1 ☐ **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.

3.2 ☐ **Application has been withdrawn**

I have notified the person to whom the application relates that an application has been withdrawn and I explained to the person:

- That the application forms has been withdrawn;
- The consequence of the withdrawal; and
- That they may seek advice and assistance in relation to the application.

3.3 ☐ **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.

3.4 ☐ **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.

3.5 ☐ **Final order has been made by the court**

I have notified the person to whom the application relates that a final order has been made by the court and I explained to the person:

- The effect of the order; and
- That they may seek advice and assistance in relation to the order.

3.6 ☐ **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.

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.

Section 5 – Statement of truth

The statement of truth must be signed by the person who provided notification.

I believe that the facts stated in this certificate are true.

Signed | **Date** D D M M Y Y Y Y

Name

Name of firm | **Position or office held**

Please return the completed certificate to:
Court of Protection, Archway Tower, 2 Junction Road, London N19 5SZ

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.