

TRINITYCHAMBERS

Public Access Referral Form

About Public Access (also known as Direct Access)

Anyone can now go directly to a barrister without having to involve anyone else (e.g. a solicitor). The barrister's role remains essentially the same as when they are approached by a solicitor or another intermediary. Barristers can advise you on your legal status or rights. Barristers can draft and send documents for you and can represent you in court, tribunals or mediations. Barristers can also negotiate on your behalf and can attend employment or investigative interviews and hearings where appropriate.

Because the barrister's role is unchanged and there are limits on the types of work that a barrister can do, there are still some cases and situations in which you will need to instruct a solicitor or another intermediary as well as a barrister. However, for many cases the public access scheme allows you to go directly to the expert barrister for advice, representation and drafting.

A Public Access Barrister is a barrister has been trained to receive instructions directly from members of the public.

Trinity Chambers (Chambers) has several barristers able to to undertake Public Access work, ranging in call (their seniority) from recently qualified to over 30 years. For more information: <http://www.trinitychambers.com/public-access/>

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Once complete, please keep a copy for your records and return the form by email, post or in person to:

Trinity Chambers Highfield House Moulsham Street Chelmsford CM2 9AH	If you have any queries, please contact the clerks during business hours: clerks@trinitychambers.com 01245 605040
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1. Personal Details of person completing form			
Full Name	Click or tap here to enter text.		Click or tap here to enter text.
Address	Click or tap here to enter text.		Click or tap here to enter text.
	Click or tap here to enter text.		Click or tap here to enter text.
Telephone (Daytime)	Click or tap here to enter text.	Telephone (Evening)	Click or tap here to enter text.
Mobile	Click or tap here to enter text.		
Email	Click or tap here to enter text.		

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2. Have you obtained legal advice about this case?	
Have you instructed a solicitor?	Choose an item.
If Yes, please complete the following:	
Solicitor name:	Click or tap here to enter text.
Firm:	Click or tap here to enter text.
Telephone number:	Click or tap here to enter text.
Or have you been eligible for public funding/ legal aid?	No
Have you previously been represented by or sought advice from a barrister in connection with the matter you now wish to seek advice for, or be represented in?	Choose an item.
If yes, please provide brief details as to identity and whether advice was given, or representation provided, and the dates in as far as you are able	
Click or tap here to enter text.	

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3. Clients Personal Details.		Only complete sections 3 & 4 if you are contacting us on their behalf.	
Please confirm that you have the permission of client to provide the following personal information to Chambers. Please note if you do not have permission to disclose their personal information we may not be able to act until permission is obtained.			Choose an item.
Full Name	Click or tap here to enter text.	Click or tap here to enter text.	
Address	Click or tap here to enter text.	Click or tap here to enter text.	
	Click or tap here to enter text.	Click or tap here to enter text.	
Telephone (Daytime)	Click or tap here to enter text.	Telephone (Evening)	Click or tap here to enter text.
Mobile	Click or tap here to enter text.		
Email	Click or tap here to enter text.		

4. Legal advice	
Have you instructed a solicitor?	Choose an item.
If Yes , please complete the following:	
Solicitor name:	Click or tap here to enter text.

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Firm:	Click or tap here to enter text.	
Telephone number:	Click or tap here to enter text.	
Or have you been eligible for public funding/ legal aid?	No	
Have you previously been represented by or sought advice from a barrister in connection with the matter you now wish to seek advice for, or be represented in?	Choose an item.	
If yes, please provide brief details as to identity and whether advice was given, or representation provided, and the dates in as far as you are able		
Click or tap here to enter text.		

5. Other party(ies)	
What are the full names of all other parties who are/may be involved in this matter? Are they represented by solicitors, and if so who?	
Name	Click or tap here to enter text.
Solicitor's details	Click or tap here to enter text.

6. Details of case:	
Details of case:	Click or tap here to enter text.
Do you want advice from a barrister?	Choose an item.
Do you want a barrister to represent you at a hearing?	Choose an item.
If yes, please provide dates, times and court venue for hearing, along with the time estimate.	
Click or tap here to enter text.	

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Please attach to this form copies of all orders that have been made in the case (if any) or if you are not able to attach them please give the date of each order and a summary below.

Click or tap here to enter text.

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7. Visiting Trinity Chambers	
Will you need help to access the premises?	Choose an item.
Do you require assistance with interpretation or translation?	Choose an item.
Do you have any other special needs that we need to be aware of?	Choose an item.
If yes, please give details.	Click or tap here to enter text.

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8. Data Protection Consent	
Please tick box and type your name, to confirm your consent for Trinity Chambers to process your data and to provide your personal information to your appointed barrister.	<input type="checkbox"/>
You have the right to withdraw this consent at any time, see our Privacy Notice for further information about how we process and store personal data.	
Name (of person completing form):	Click or tap here to enter text.
Date:	Click or tap to enter a date.

Could you please let us know how you heard about us:	Click or tap here to enter text.
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9. Our Contact Details	
Once complete, please keep a copy for your records and return the form by email, post or in person to:	
Trinity Chambers Highfield House Moulsham Street Chelmsford CM2 9AH	If you have any queries, please contact the clerks during business hours: clerks@trinitychambers.com 01245 605040

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How to complete this form

You can fill this form using Microsoft Word, by typing in the information in where indicated.

Or you can print out and fill in using a pen with **black** ink. Please complete this form, so far as you are able to do so.

Section 1: Details of the person completing this form. This section should always be completed.

Section 2: What legal advice have you sought/obtained and where from? This section should always be completed.

Section 3: Details of the person(s) if you are completing this form on their behalf. Only complete this section if completing on behalf of someone else. Please note that we will require confirmation that you have their permission.

Section 4: In this section enter information about the legal advice the person you are completing this form for has sought/obtained and where from. Please note that we will require confirmation that you have their permission to provide their personal information.

Section 5: Enter the details of the other party/parties to the case. This section should always be completed.

Section 6: Details of the case you

Section 7: If you need any assistance when visiting Chambers (for example wheelchair access), please let us know by completing this section. This section doesn't always need to be completed.

Section 8: Electronic signature and acceptance of our data processing. This section needs to be completed to allow Chambers to process the information you entered in this form.