



When to use this form

Complete and attach this coversheet for **each case example** provided with your application. Additional coversheets can be downloaded from the **Ministry website**.

You must index your supporting documents in the table on this coversheet.

Please take your time to provide us with enough information to help us to assess whether your application satisfies the criteria set out in the **Legal Services (Quality Assurance) Regulations 2011**. If there is insufficient information, this may affect the outcome of your application. We strongly recommend reading the *Case examples* section of the **Applying to be a legal aid provider – step-by-step guide** before completing this coversheet.

Alternatively, if you have any questions please email legalaidprovider@justice.govt.nz

Applicant		Role	
Case name and citation		Area of law	
Main legal/factual issues			
Your key contribution to the case			

Indicate your experience evidenced in this case example

Type of involvement	Percentage you provided
	%
	%
	%
	%
	%

Supporting document index

For each case example you should provide copies of relevant important documents (for example, submissions) that demonstrate your involvement. You do not need to provide your whole file. Please list the documents provided and a brief description of your involvement.

No.	Type of document	Your involvement
1	<i>For example, Statement of claim</i>	<i>For example, I drafted most of this document</i>