SQM COURT DUTY SOLICITOR RECORD

FEE EARNER		
COURT		**DATE/TIME**
NAME	**AGE**	**DOB**

ADDRESS

OFFENCE(S)	**IN SCOPE**	**YES**	**NO**	**IN CUSTODY**	**YES**	**NO**
				IMPRISONABLE	**YES**	**NO**

INSTRUCTIONS:

ADVICE:

HAS CLIENT BEEN ADVISED AS TO THE FEE-EARNERS STATUS AND COMPLAINTS PROCEDURE? Y/N

HAS THE CLIENT BEEN ADVISED AS HOW THEIR CASE IS TO BE FUNDED? Y/N

OUTCOME

CONFIRMATION IN WRITING OFFERED Y / N ACCEPTED / DECLINED