

bbb bbb
2 Chester Square Mews
London
SW1W 9DS



HM Courts &
Tribunals Service

Your unique reference number is

1675422533871800

If you need to send any further documents to the Court, please send this cover sheet along with your document(s) to the address shown below.

HMCTS Financial Remedy

PO BOX 12746

HARLOW

CM20 9QZ

Notice of a First

Appointment



In the Family Court at Aldershot Justice Centre	
Case Number Always quote this	1675422533871800
Applicant	aaa aaa
Respondent	bbb bbb
Applicant's Solicitor's ref	
Respondent's Solicitor's ref	

The marriage of aaa aaa and bbb bbb

Important instructions to file with the court or send to the court

- For non-represented parties to file with the court, or send documents to court, will mean sending by post to the address identified in correspondence sent to them upon issue.
- For solicitors and legal professionals to file with the court, or send documents to court, will refer to uploading documents to the Financial Remedies portal unless the case is not proceeding on the portal, in which case they shall send the documents to court electronically.
- When asked to file bundles, the obligation to produce Forms ES1 and ES2 applies as much to non-represented parties as it does to represented parties. If one party alone has a solicitor then, absent an agreement or order to the contrary, it will be for that solicitor (and not the non-represented party) to prepare the electronic bundle.

Full guidance on preparation of electronic bundles can be located here

<https://www.judNiciary.uk/guidance-and-resources/notice-from-the-financial-remedies-court-electronic-bundles/>

Take Notice that

1. By 28 Jan 2023 you must send to the court a standard form of financial statement which gives full details of your property and income. You must sign and swear the statement of truth contained within that document. At the same time each party must exchange a copy of

the statement with the [legal representative of the] other party. You will therefore need to contact the other party [or their legal representative] not later than the above date and agree when the exchange shall take place. The exchange may be carried out by post or by email. You must use the appropriate standard form of statement (Form E or E1) which you may obtain from the Gov website.

2. Legal costs and court time can be saved by using the accelerated procedure. Only certain cases are eligible to use this procedure so please read the guidance carefully. See Schedule 4 of the primary principles <https://www.judiciary.uk/wp-content/uploads/2022/11/FRC-PRIMARY-PRINCIPLES-11-Jan-22-new-upload.pdf>.
3. If you choose not to follow the accelerated procedure, or your case is not one of those where the accelerated procedure applies, then the following directions apply.
4. By [date] (14 days before the First Appointment) the following steps should be taken:
 - a. In respect of each property currently used as a family home (with the exception of rented property) the applicant shall send to the court a jointly obtained market appraisal of its value. If obtaining such evidence jointly has proved impossible, the parties should each file a market appraisal for each property and must be prepared to explain the reason for the impossibility to the court.
 - b. Each party should use their best endeavours:
 - i. to send to the court and to the other party no more than 3 sets of property particulars showing what their case is likely to be on housing need for themselves and the other party; and
 - ii. to send to the court jointly obtained brief indicative material as to their respective borrowing capacities. If obtaining such material jointly has proved impossible, the parties should individually use their best endeavours to obtain and file such material. (This material will not stop the parties from later seeking to present to the court formal evidence of this nature.)
 - c. If a party wishes to raise questions regarding the financial disclosure of the other party, then that party must send to court and to the other party a questionnaire pursuant to FPR 9.14(5)(c). The questionnaire should not exceed four pages of A4 in length (using not smaller than a 12-point font with 1.5 spacing). The court is only likely to approve a questionnaire in excess of this length in a case where complexity (including alleged non-disclosure) justifies a longer set of questions. The court will consider whether to approve the questions raised and direct that those approved will be answered by a date and time specified by the court.
 - d. Each party shall send to the court and to each other a completed Form G.
5. By no later than 2 working days before the First Appointment the parties must file at court a bundle indexed with hyperlinks. If no party is represented the bundle must be sent by post to the address identified in correspondence sent to them upon issue by no later than 7 days before the First Appointment.

6. By no later than 11am the working day before the First Appointment the applicant must file at court:
 - a. a composite case summary using the Case Summary Template ES1 annexed to this Statement ("Template ES1"); and
 - b. a composite schedule of assets and income, based on the figures in the parties' Forms E, using, unless wholly impractical, the Assets and Income Template ES2 annexed to this Statement ("Template ES2") on which any unagreed items must be clearly denoted.

Where both parties are unrepresented, the applicant must send these documents by post to the address identified in correspondence sent to them upon issue by no later than 7 days before the First Appointment.

7. The date for the final hearing may be fixed by the court at the First Appointment
8. The parties may agree to use the First Appointment as a Financial Dispute Resolution hearing in which case the court should be notified beforehand so that, if possible, a longer in-person hearing can be accommodated. In that event, the following must be complied with:

By no later than 7 days before the Financial Dispute Resolution hearing:

- a. Both parties should comply with paragraph 4(a) and (b) above.
- b. The applicant must file at court an updated composite case summary using Template ES1 annexed to this Statement.
- c. The applicant must file at court an updated composite schedule of assets and income using, unless wholly impractical, Template ES2 annexed to this Statement on which any unagreed items must be clearly denoted.
- d. The applicant must file at court a composite chronology recording in neutral terms the key dates of the parties' relationship and of the litigation and where any unagreed events are clearly denoted.
- e. The applicant must file at court details of all offers and proposals, and responses to them.

For this purpose the parties must collaborate before the appointment to produce these key documents. It is unacceptable for the court to be presented at the FDR or any subsequent final hearing with competing asset schedules and chronologies.

Where both parties are unrepresented, the parties must send these documents by post to the address identified in correspondence sent to them upon issue.

9. Attached is a list of alternative means of out of court resolution which may assist the parties in avoiding court proceedings or to help them reach agreement in respect of this application. Parties are encouraged to continue to seek resolution of this application
10. Parties should see the efficiency statement for further instructions and clarity on filing needs: [Notice from the Financial Remedies Court - Courts and Tribunals Judiciary](#)
11. The **First Appointment** will be heard at the Family Court at Aldershot Justice Centre

The Court House, Civic Centre, Wellington Avenue, Aldershot, GU11 1NY
on 04 Mar 2023

at 10:00

The probable length of the hearing is 2:00

You and your legal representative, if you have one, must attend the appointment. At the appointment you must provide the Court with a written estimate (in Form H) of any legal costs which you have incurred.

Non-compliance may render you liable to costs penalties.

Domestic Abuse Act 2021

Provisions in the Domestic Abuse Act 2021 have the effect of preventing an individual accused of abuse from questioning in person a party or witness in the case who is the victim of the abuse, and also prevents a victim of abuse from questioning in person the accused individual in specified circumstances.

If the court directs that the proceedings be listed for a hearing where oral evidence may be given, form EX740 (person making the abuse accusation) or form EX741 (person accused of abuse) 'Application and information needed by the court to consider whether to prevent (prohibit) questioning (cross-examination) in person' may need to be completed so that the court can consider whether questioning in person should be prevented. The court will send the appropriate form with the court order.

Dated: 03 Feb 2023

Guidance for legal professionals on how to use the online portal can be found here:
www.gov.uk/government/publications/myhmcts-how-to-use-online-financial-remedy-services

[MyHMCTS: How to use online financial remedy services - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/myhmcts-how-to-use-online-financial-remedy-services)

Notice of a First Appointment



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Take Notice that

At the First Appointment which will be heard on 04 Mar 2023

at 10:00

the [Applicant] [Respondent] [Will] [Will Not] be in a position to proceed on that occasion with a Financial Dispute Resolution appointment for the following reasons:-

Dated:

Domestic Abuse Act 2021

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If the court directs that the proceedings be listed for a hearing where oral evidence may be given, form **EX740** (person making the abuse accusation) or form **EX741** (person accused of abuse) 'Application and information needed by the court to consider whether to prevent (prohibit) questioning (cross-examination) in person' may need to be completed so that the court can consider whether questioning in person should be prevented. The court will send the appropriate form with the court order.



HM Courts &
Tribunals Service



Notice of [intention to proceed with] a financial application to which the standard procedure applies

aaa aaa is applying for financial provision in connection with matrimonial proceedings.

Issued: 03 Feb 2023

Reference number: 1675422533871800

Applicant

Name: aaa aaa

Applicant Address:

35 Royal Mews

London

United Kingdom

SW1W 0QH

Phone:

Email:

Respondent

Name: bbb bbb

Address:

2 Chester Square Mews

London

United Kingdom

SW1W 9DS

Phone:

Email:

Nature of Application

aaa aaa intends to apply to the Court for:

- a Maintenance Pending Suit

Authorisation

I am duly authorised by the applicant to complete this application.

Firm:

Position:

Dated:

Requirement to attend a Mediation, Information and Assessment Meeting (MIAM)

The applicant has attended a MIAM and will bring evidence to the first appointment hearing.

OUT OF FAMILY COURT RESOLUTION HELPFUL LINKS

Mediation

Family mediation helps you make arrangements for children, money & property and can be conducted in-person and/or online.

The Family Mediation Council (FMC) holds the register of family mediators

www.familymediation.council.org.uk

Arrangements for children (including their financial arrangements) qualify for a non-means tested voucher of up to £500 towards your mediation costs if you appoint an FMC mediator registered with the scheme

Family mediators may also be members of the following membership organisations and can be found here:

www.collegeofmediators.co.uk www.thefma.co.uk www.lawsociety.org.uk

www.nfm.org.uk www.resolution.org.uk

Parenting Coordination

Assists parents to implement their Parenting Plan or final Court Order. The Parenting Coordinator provides parenting support through discussion, mediation and when required by making binding determinations to resolve issues in a timely manner. Further details and the register of Parenting Coordinators can be found here:

www.flipfaculty.org/parenting-coordination/register-of-parenting-coordinators

www.parentingcoordinators.co.uk

Parenting Support & Parenting Information

Separated Parents Information Programme (SPIP) <https://www.cafcass.gov.uk/grown-ups/parents-and-carers/divorce-and-separation/parenting-together/separated-parents-information-programme/>

The Parenting Apart Programme <https://www.papcic.co.uk/>

Contact Centres

Providing support and facilities where children can spend time with family members they do not live with – there are around 350 child contact centres across the UK

<https://naccc.org.uk/>

Early Neutral Evaluation / private FDR (Financial Dispute Resolution)

A database for practitioners offering a private non-binding evaluation/pFDR in financial matters can be found at <https://financialremediesjournal.com/directory.htm>

Arbitration

If you cannot reach agreement arbitration provides an alternative to applying to the court. You enter an agreement whereby you appoint a suitably qualified person to adjudicate a dispute concerning money, property and/or children and agree to be bound by the written decision of the arbitrator. Arbitration is usually quicker and more flexible than the court process and will always be private

Further details can be found at www.ifla.org.uk

Legal Information, Parenting & other Support

www.resolution.org.uk

www.lawsociety.org.uk/topics/family-and-children

www.advicenow.org.uk/lawforlife

www.citizensadvice.org.uk

www.relate.org.uk/relationship-help/help-separation-and-divorce

www.onlymums.org & www.onlydads.org/information/101-questions-answered-about-separating-with-children foreword by the President of the Family Division Sir Andrew McFarlane

Dummy PDF file

