



Review your property and finance LPA

Your review LPA follows this cover sheet - note that sections 12 to 15 are not finalised. The LPA will look different from the online service but it includes all the information you entered online.

! Important - you do not need to print this version of the LPA

Don't send this LPA to the Office of the Public Guardian (OPG) for registration until you've completed sections 12 to 15. Use the LPA online service to complete the remaining questions, confirm the details are correct and download a final version of the LPA with complete sections 12 to 15.

○ Next steps

- Read through the LPA and check the details are correct
- If you want to make changes, you must go back to the online service and edit the LPA there
- Complete the final questions online, confirm and pay (if required)

If you're still logged into the LPA online service simply continue to complete the remaining questions.

Or sign into your account again at:

www.lastingpowerofattorney.service.gov.uk/login

Once you've confirmed your details online you will get the final version to download and print for signing and sending to OPG.

○ Important - if you wish to print and sign now

If you print and sign now, you'll need to go online later to complete your LPA details. You'll then need to print the completed sections 12 to 15 and add them to the LPA before you send it to OPG.

You can print the LPA single or 2-sided. If you print single-sided, there are blank pages between the main LPA document and any continuation sheets.

Everyone must read section 8 before signing.

Don't staple or bind your LPA. Send it to us as loose pages.

○ How to sign and date sections 1 to 11 of the LPA

People can sign on the same day or different days but must sign in the right order. Witnesses must give their full name and address. Please write in capital letters using a black pen.

1 **Donor** signs and dates any continuation sheets. **Donor** signs and dates **section 9** followed by the **donor's witness**

2 **Certificate provider** signs and dates **section 10**

3 **Attorneys** and any **replacement attorneys** sign and date **section 11**, followed by their **witnesses**

○ Who can be a witness in the LPA?

- anyone aged 18 or over, apart from the donor, can be a witness in an LPA
- the certificate provider and any 'people to notify' can be a witness
- attorneys or replacement attorneys can witness each other's signature but not the donor's