LPASafe

Your LPA120 fee application: what to do next

Order LP-SAMPLE

We have filled in the official form LPA120 ("Get help with paying power of attorney fees", version 08.26) for Jane Elizabeth Sample from your answers. It applies for a remission (half the fee) on both LPAs.

The Office of the Public Guardian decides
Filling in this form does not mean the fee will be reduced. The OPG checks the evidence and decides. If it refuses, or the evidence does not meet its requirements, the full fee is payable.

The full fee is £92 for each LPA. With a remission it is £46. With an exemption there is nothing to pay.

Finish the form by hand

1. Check sections 1 to 4

Read the printed form and check the donor's details and every answer against your paperwork.

2. Tick box 2.3

Section 2.3 asks you to confirm you have enclosed the LPA or LPAs you want to register. Tick it when you put them in the envelope.

3. Tick box 5.1, then sign and date section 5.2

Section 5.1 confirms you have added evidence. Section 5.2 is the declaration that the information is true: sign it, print your name and write the date. We leave these blank because only you can make that declaration.

Evidence for a remission

The form says any evidence must show the donor's income type and amount, and their title, full name, last known address and postcode, and be for the current financial year (1 April to 31 March). For the income you entered, it asks for:

- ☐ State Pension: a letter from DWP showing the amount and frequency of payments awarded
- ☐ Private, company or public sector pension: a letter or notification from the provider showing the gross amount and frequency, or two consecutive payment advice slips
- ☐ Interest and dividends: statements, vouchers or tax certificates showing total income before tax

Total yearly income entered on the form: £11,161.8. The limit for a remission is £12,000 before tax.

Send it with the LPA, not afterwards

The form says you can only apply at the same time as you apply to register the LPA, and that applications made later are not considered. Put the LPA120, the evidence and the LPA in one envelope and post it to:

Office of the Public Guardian

SAMPLE

PO Box 16185
Birmingham
B2 2WH

The OPG accepts clear scanned or photographic copies of the form and the evidence. Keep copies of everything you send.

If it is refused

You can ask for a review in writing within 28 days of the date of the OPG's letter, giving your reasons and any documents that support them. If the donor does not qualify but paying would cause financial hardship, the form explains how to make a hardship application.

Questions for the Office of the Public Guardian

Telephone 0300 456 0300 (Monday, Tuesday, Thursday and Friday 9am to 5pm; Wednesday 10am to 5pm). Email customerservices@publicguardian.gov.uk.

LPASafe generates this document automatically from the answers given. No person and no solicitor has checked or reviewed it. LPASafe is not a law firm and this is not legal advice. England and Wales only. The evidence list above is taken from the guidance pages of form LPA120 (version 08.26). Check the current form at gov.uk/government/publications/applying-for-a-reduced-fee-for-your-power-of-attorney before you post, in case it has changed.

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