

Scotland's
**Redress
Scheme**

Legal fees
payment
- request for
review form

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Scottish Government
Riaghaltas na h-Alba
gov.scot

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Your details

Q1 | Name

Q2 | Your legal firm

Q3 | Work address

Q4 | Telephone number

Q5 | Email

Q6 | Would you like to receive communications in any of the following formats (please select)

- BSL video call
- Braille
- Large print
- Audio file

Your client

Please provide the details for the client who engaged you to help with their application for Scotland's Redress Scheme.

Q7 | Client name

Q8 | Client date of birth

Request for your legal fees decision to be reviewed

The guidance for legal fees is set out in paragraphs 12 to 29 of the statutory guidance on payment of legal fees ([gov.scot/redress](https://www.gov.scot/redress)). The fee schedule is set out in Annex A of the statutory guidance on payment of legal fees ([gov.scot/redress](https://www.gov.scot/redress)) and the Redress for Survivors (Historical Child Abuse in Care) (Reconsideration and Review of Determinations) (Scotland) Regulations 2022 ([legislation.gov.uk](https://www.legislation.gov.uk)).

Q9 | Redress Scotland decision letter reference number

Q10 | Are you requesting a review of your legal fees payment within 8 weeks of receiving a letter notifying you of the scheme's decision?

- Yes (go to question 12)
- No

Q11 | If you answered 'No' to question 10, please tell us why you did not request a review within 8 weeks of receiving a letter notifying you of the scheme's decision.

Request for your legal fees decision to be reviewed continued

Q12 | Which part(s) of the assessment do you disagree with? Please state your reasons why.

Form with horizontal lines for writing.

Request for your legal fees decision to be reviewed continued

Q13 | Would you like the panel to consider any information/documents that were not included in your original application?

Please detail all new information/documents provided.

Declaration

I confirm that the details and information I have given in this form are true and accurate to the best of my knowledge and belief.

I confirm that this request relates wholly to the work to be undertaken on behalf of the named client.

I confirm that any documents I have provided are genuine and any copy is a true copy of the original. I understand that if I provide a document which is not genuine, I may be subject to court proceedings.

I understand that if I give false or misleading information I may:

- be subject to court proceedings
- have to re-pay any money I was not entitled to

I confirm I have read and understood the Privacy Notice for Scotland's Redress Scheme which explains how the information I provide will be lawfully used and stored.

Your signature

Date

Day Month Year

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Submitting your form

Once you have completed and signed your form you can submit it. Your completed form will be sent to Redress Scotland for review.

You can choose whether to submit your form by post or email.

If your client is a survivor

By post

Please submit your completed request form to:

Redress
PO Box 24209
EDINBURGH
EH7 9GT

By email

Please submit your completed request form to:

apply@redress-scheme.scot

If you have any questions, you can also contact a case worker:

- **Telephone:** 0808 175 0808 (freephone)
- **International:** +44 131 297 6500

Lines are open Monday to Thursday, from 10am to 4pm (except Scottish public holidays). There is an answering machine at other times, and if you leave a message a case worker will get back to you as soon as they can

If your client is a next of kin

By post

Please submit your completed request form to:

Redress
PO Box 24210
EDINBURGH
EH7 9GT

By email

Please submit your completed request form to:

nextofkinteam@gov.scot

If you have any questions, you can also contact a case worker:

- **Telephone:** 0808 281 7777 (freephone)
- **International:** + 44 131 244 2542

Lines are open Monday to Thursday, from 10am to 4pm (except Scottish public holidays). There is an answering machine at other times, and if you leave a message a case worker will get back to you as soon as they can.

