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## Indigenous self-identification

Do you self-identify as First Nations, Métis, Inuit or other? Yes No

If yes:

First Nations	Status	Non-status
	On Reserve	Off Reserve
Métis	Registered	Non-registered
Inuit		
Other		

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## Self-identification of Race

Asian - East (e.g.: Chinese, Japanese, Korean)	Prefer not to answer
Asian - South East (e.g.: Malaysian, Filipino, Vietnamese)	Do not know
Asian - South (e.g.: Indian, Pakistani, Sri Lankan)	Not asked
Black - African (e.g.: Ghanaian, Kenyan, Somali)	Other (please specify)
Black - Caribbean (e.g.: Barbadian, Jamaican)	
Black - North American (e.g.: American, Canadian)	
Indian-Caribbean (Guyanese with origins in India)	
Latin American (e.g.: Argentinian, Chilean, El Salvadorian)	
Middle Eastern or North African (e.g.: Egyptian, Iranian)	
Roma	
White - North American (e.g.: American, Canadian)	
Identifies as Indigenous in self-identifying section above	

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## Mental health issues

Does the inmate have any mental health issues?      Yes      No

If yes, please provide details:

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## Charges / legal details

### Criminal defence

Date of arrest / occurrence:

Return date:

Court location:

Number of court appearances:

Bail hearing?      Yes      No

Bail status:

Plea:      Yes      No

Other:

Charges:

Institution:

Conviction date:

Do you currently have an outstanding criminal case for which you have received a legal aid certificate?

Yes      No – don't have an existing case      No – had a case but it's now concluded  
I don't know

IF YES OR I DON'T KNOW: Do you require a separate certificate to address a new matter?

Yes      No

If Yes, please complete the following sections:

## Lawyer availability

Are you unable to retain the same lawyer because the lawyer is:

Closing their practice      Currently on medical or parental leave  
Has changed careers and is no longer practicing law  
Unable or unwilling to assist with the new charges

## Nature of new charges

Are the new charges considered [excluded offences under Chart D](#)?

Yes      No

Will the new charges be handled by a different Crown office (e.g. federal vs. provincial)?

Yes      No

Are the new charges unrelated and significantly different from the outstanding charges (e.g., property offence vs. sexual assault)?

Yes      No

**Potential BCM legal case details**

Do you anticipate that total fees and disbursements for the criminal proceedings is likely to exceed \$20,000? Yes      No

If yes, please provide the following information:

Was this arrest a result of a police task force? Yes      No

If yes, what is the Project Name  
(i.e.: Project Silkstone), if know:

Were any funds seized? Yes      No

Has bail been denied? Yes      No

Are there any co-accused? Yes      No

If yes, please list them and their lawyers (if they are using different counsel):

## Criminal appeal

Conviction date:

Has your client been sentenced?      Yes      No

If no, please wait for sentencing to be complete and submit request at that time.

Date of sentence:

Appeal of:                              Conviction      Sentence

Responding to crown appeal?                              Yes      No

Received a suspended sentence with probation?                              Yes      No

Received a conditional sentence with terms?                              Yes      No

Finished serving sentence or will complete sentence within 7 days?                              Yes      No

Trial lawyer name:

Appellant lawyer name:

**Immigration/refugee** (LAO staff will be following up directly by telephone)

Details (including type of coverage and any upcoming deadlines and/or appearances)

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## Financial

Has the applicant paid a lawyer any money for this proceeding?      Yes      No

If yes, what amount? \$

**Financial information must be provided for the applicant and any spouse/person responsible.**

Family size:

Marital status:      Single      Married      Common-law  
                         Divorced      Separated      Widowed

If applicable:

Spouse name (first, middle, last):

Spouse annual income:

Dependants living in the home #

Paying support for dependants living outside the home \$ /month

Funds seized:

Annual income:

Income source:

OW / ODSP:      Yes      No

Own property:      Yes      No

Other assets:

If employed, what is the likelihood of returning to work if released?

Unable to obtain information from the applicant

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## Client/Applicant Declaration

I \_\_\_\_\_ confirm that the lawyer submitting this form is my lawyer of choice for the purposes of my Legal Aid Certificate.

I understand that the lawyer will be sent my legal aid certificate and will acknowledge my certificate. Legal Aid Ontario will pay for the services billed by the lawyer and associates/agents working at the lawyer's direction.

I acknowledge that I am choosing this lawyer for my case voluntarily and I am prepared to work with them, and associates/agents working at their direction, to manage my case.

I understand that once my lawyer accepts my certificate, it becomes difficult to change lawyers. LAO only allows changes in rare situations.

My lawyer has explained the terms and conditions for getting legal aid to me.

I agree and understand these terms and conditions. I also understand that I may need to sign and submit a consent and declaration form later.

Client signature:

Date:

### Where the Client/Applicant is unable to sign

Where the client consents to the lawyer submitting the application but is unable to sign, the lawyer may sign on behalf of the client where the client verbally consents. Verbal declaration to counsel is accepted for this consent and declaration only where the applicant is unable to sign.

The lawyer must read and explain the form to the client and confirm their agreement with the terms and conditions of the application prior to indicating their verbal consent and declaration below.

Applicant provided verbal declaration to:

Signature:

Date:

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## Lawyer Attestation

By submitting this form, I declare that the Applicant has verbally consented to have me submit this application on their behalf. I further confirm and declare that:

I have a prior history representing the Applicant with LAO. I have confirmed that the Applicant understands that the certificate will be issued to me and consents to have the issued certificate sent directly to me; or

I do not have a prior history representing the Applicant with LAO. I acknowledge that I have explained to the Applicant their rights and options, including the right to retain any lawyer they wish. I have confirmed that, being aware of their options, the Applicant consents to have the certificate issued and sent directly to me.

Signature:

Date:

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The information being collected is pursuant to the Legal Aid Services Act, 2020, and is in accordance with the Freedom of Information and Protection Act (FIPPA), 1990, for the purpose of capturing lawyer attestation and Legal Aid service requests being lawyer assisted. Any questions regarding this collection should be directed to the Privacy and Information Management Coordinator at [fippa@lao.on.ca](mailto:fippa@lao.on.ca) and/or 1-800-668-8258



**LEGAL AID ONTARIO**  
**AIDE JURIDIQUE ONTARIO**