



West Yorkshire  
Family Mediation  
Service

## FAMILY MEDIATION REFERRAL FORM

In order to set up a MIAM appointment for your client, please complete this form and return it with the fee to  
**WYFMS, 33 Manor Row, Bradford BD1 4PS Tel 01274 732768**

**FEES**    **Individual MIAM (your client attending alone)**    **£105**  
              **Joint MIAM (parties attending together)**            **£210**

Please attach cheque payment to this form or call us to make payment by credit/debit card. Alternatively, please advise your client we will contact them direct to take payment and set up an appointment. *The fee is refundable if either client proves eligible for legal aid (subject to our cancellation policy).*

### LEGAL AID FOR FAMILY MEDIATION

**Is your client currently receiving any of the following benefits?**

Income support / income-based JSA / income-based ESA / Pension Credit Guarantee/Universal Credit

If so, please enclose a copy of your client's award letter (less than 6 months old). We can set up the MIAM appointment at a reduced fee if we receive evidence of a current passported benefit with the referral.

**Our ref:** \_\_\_\_\_

#### Client details:

#### Your client

#### Other party

Client details:	Your client	Other party
Title (Mr/Mrs etc)		
Name		
Address		
Date of birth		
Relationship to each other		
Tel No		
Mobile No		
Email address		
Occupation		
NI No		

**Details of children**

Full name	Age	Boy/ girl?	Date of birth	Living with	Relationship to your client	Relationship to other person

Solicitor	Your client	Other party
Solicitor name		
Tel No		
Company		
Email		
Address		

**What are issues for mediation? Pls tick:**

- Arrangements for children (contact, residence, shared care, maintenance)
- Property and financial matters (savings, pensions, family home, assets, debts)
- All issues (arrangements for children AND property and finance)
- Other matters (please specify) – pls note, if issues are out of scope for Legal Aid, full fees are applicable:

**Child protection and safeguarding**

- Does your client have any concerns about meeting with the other party? YES/NO If Yes, pls detail:
  
- If any agencies are or have in the past been involved with the family (eg CAFCASS, social services, police), please give details including agency, dates, issues, outcome:
  
- Are there any court orders/injunctions currently in place? YES/NO If Yes, pls detail:
  
- Please give dates /details of any future court hearings:

**Appointments:**

Please confirm client/s would like to **attend MIAM:**      **Alone**  £105      **Together**  £210  
 Preferred location for first appointment:      **Leeds**       **Bradford**   
 Please advise of any **special arrangements** required (eg wheelchair access, interpreter/language etc

