

# Consultation aid - legal aid

Documents required for applications regarding granting of consultation aid or legal aid:

**I. Documents regarding the legal problem** (exchange of letters, contracts, judgements, court orders, administrative decisions, etc.)

### II. Documents concerning your financial dealings:

Given the case that you receive regular social welfare benefits, presentation of a current (no older than three months) confirmation of social welfare is sufficient, or as a replacement, a validation of the benefit amount from the social welfare office.

Otherwise, please present all of the following documents as listed:

### 1. Certification regarding your current monthly income, such as:

- Salary or wages receipt
- Pension confirmations
- Confirmation regarding the receipt of unemployment benefits
- Confirmation of financial support payments
- Confirmation of residential assistance
- Confirmation of educational support in the form of grants, scholarships or loans

## 2. Statements from your revolving (salary) account for one complete month

- a) If the consultation has already been completed, submit statements for a whole month from the time period of the consultation.
- b) If the consultation is to take place in the future, then submit statements for the whole month previous to the consultation aid.

## 3. Proof of your payment obligations and their actual payment, such as

- Rent
- Loan contracts (with proof of the current outstanding debt)
- Insurance contracts
- Financial support contracts, etc.

#### 4. Documents regarding your assets, such as

- Savings accounts
- Life-insurance policies with indication of the current buy-back value
- Other financial investments (such as savings contracts, investment statements)
- Automobile title
- Documents regarding real estate (such as notarised purchase contract of a condominium apartment)