

# Information Sheet

## Legal Aid

### What is Legal Aid?

Legal Aid is a type of **state support** which can be received when exercising rights **outside of** legal counselling for legal proceedings and can be used to cover the costs of legal representation. The actual consultation usually does not take place through the court, but through a **lawyer or otherwise authorised person (eg. a tax advisor) commissioned by the recipient**.

### What are things to note when applying for Legal Aid directly at the court office?

- **Primary residence** in the district of the court
- The application should take place **before** commissioning legal representation where possible
- The following documents (completed and up-to-date) must be provided in order to make an application:
  - ✓ Documents which result in the **case** for the Legal Aid (correspondence etc.)
  - ✓ Evidence of **current income** (pay slips, retirement pension or other notices)
  - ✓ **Payment slips/account statements showing current expenditure** (rent, ancillary costs, heating costs, insurance etc.)
  - ✓ Documents which show the worth of any **financial assets** (savings book, life insurance etc.)
  - ✓ Personal ID or passport

### When isn't an application possible?

For instance if:

- **Legal protection insurance** has been taken out, without deductibles
- **Legal proceedings** are pending for this case
- A **different type of aid is offered at a lower price** for an individual case (eg. debt counselling, tenant's association)

### Notice

In order to avoid language difficulties, we recommend that you bring someone with you who can speak and understand both your own language and German.