

SEPARATION AGREEMENT/DIVORCE DOCUMENT REQUIREMENT

It is a condition of our application process that we require to have sight of your ***original*** divorce /separation agreement document which we will copy and return to you. Our rules require a divorce document or if separated, a formal separation agreement or Court decree. A draft agreement which has been signed by both parties is not sufficient, nor is a Solicitor's letter.

If you have not sent this with your completed application form we are unable to proceed with your application at this stage.

If you have mislaid or are having difficulty in finding the original document, then you can order a duplicate by the following means:

If you were divorced or legally separated ***prior*** to 1984, then you should contact the Court where the Agreement was made.

If you were divorced or legally separated ***after*** 1984, you should contact:

***Extract Ordering Service
New Register House
3 West Register Street
Edinburgh
EH1 3YT
Tel: 0131 314 4411.***

There is a fee for obtaining a duplicate copy of the Document:

Standard Service: £15 (5 – 8 working days.)

Priority Service: £30. (1 working day or available to collect within 1 working day.)