



## Professional Account Declaration

<b>Account of:</b>		<b>Name of firm:</b>	
<b>Adult:</b>		<b>Cautions provider:</b>	
<b>OPG ref:</b>		<b>Cautions fixed or 100%:</b>	
<b>Period:</b>		<b>Cautions amount:</b>	

<b>How many properties does the adult own?</b> <b>Please indicate below <input checked="" type="checkbox"/> if any were:</b>  Sold <input type="checkbox"/> Purchased <input type="checkbox"/>	<b>Value of property 1</b>	£
	<b>Value of property 2</b>	£
	<b>Value of property 3</b>	£

<b>Moveable estate at start:</b> This should be the same as the end balance for last year.	£	<b>Moveable estate at end:</b> The moveable estate must accurately reflect the funds held at the account end date.	£
<b>Provide information if there is any significant increase or decrease in the value of estate:</b>			

<b>Amount of remuneration taken last account:</b>	£	<b>If not taken, please explain:</b>
<b>If you are claiming for non-routine guardianship work on a time and trouble basis a full account will be required. Are you claiming time and trouble for this account period?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>		

<b>Tell us about any change to the adult's circumstances e.g. change of address:</b>
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**I confirm that:**

**This is a true and fair reflection of my transactions with the above estate during the period of this account.**

**No professional fees have been taken for actions carried out as routine guardianship functions**

**Any travel costs have been taken at the allowed mileage rate which is currently 31.4p per mile**

**Contact has occurred on at least two separate occasions with the adult, the primary carer, nearest relative and /or any other interested party, and**

**All information is being kept as it can be called upon at any time.**

**I confirm that I have read and agree to the Professional Guardianship Scheme Terms and Conditions.**

**Financial guardian:** \_\_\_\_\_

**Date:** \_\_\_\_\_