**Assessment 1: Complete a Bail Application**

|  |  |
| --- | --- |
| **Student Name** |  |

**Instructions**

**Part 5**

Presume the Court grants bail on the conditions you proposed in your letter.

Using the **Letter to Client Template** to guide your work, draft a letter to the client which sets out the following:

1. The outcome of the bail application.
2. The conditions upon which your client was granted bail.
3. The potential consequences of breaching bail conditions.
4. The next Court date and appointment date with XYZ Legal.
5. What outcome XYZ Legal will be seeking at the Court hearing.

**Letter to Client Template**

[insert date]

[insert name]

[insert address]

Dear [insert client name],

RE: [next appointment/next court date/your query…]

I am writing to reply to your court matter listed at …………….. on ……………….

The Magistrate granted you bail on the following conditions:

1

2

3

OR / The Magistrate refused you bail and you matter is next listed on ………………..

If you would like us to provide legal advice about your case or representation in court, then please call us on 9898 9999 to make an appointment with a lawyer.

We would like to confirm your upcoming appointment with Solicitor, [insert name] on [insert date].

Kind Regards,

[Your name]

*Legal Advocate*

*XYZ Legal*