

Checklist for Registering a Lasting Power of Attorney (LPA)

Registering a Lasting Power of Attorney (LPA) is a crucial step in ensuring your decisions are made according to your wishes if you're unable to do so yourself. This checklist will guide you through the key steps, helping you complete the process smoothly.

Decide on the type of LPA

- Do you want an LPA for healthcare decisions?
- Do you want an LPA for financial decisions?
- If both, remember you need to register two separate LPAs.

Choose your attorneys

- Choose individuals (family, friends) or professionals (e.g., solicitor) who will act as your attorneys.
- Ensure your attorneys are over 18 and capable of acting in your best interests.

Decide how your attorneys should make decisions

- Would you like your attorneys to make decisions jointly (together) or severally (separately)?
- If you prefer a mix, specify which decisions require all attorneys to act together.

Consider instructions and preferences

- Provide clear instructions for your attorneys (e.g., "must ensure I receive vegetarian food").
- Provide preferences for your attorneys (e.g., "I would like my pets to live with me for as long as possible").

Complete the LPA form

- Fill in the required LPA form (available online or by request).
- Ensure all information is correct to avoid registration delays.

Sign the LPA

- Sign the LPA form yourself.
- Have a witness verify your signature (different from your attorney).
- Have a certificate provider sign to confirm you understand the document and are acting voluntarily.

Attorney signatures

- Your attorney(s) should sign the form.
- Ensure a witness (different from the one who witnessed your signature) verifies the attorney's signature(s).

Pay the registration fee

- Pay the £82 fee for one LPA (or £164 for both Health & Welfare and Financial LPAs), either online or by cheque.

Send the completed LPA form to the Office of the Public Guardian

- Send to address: Office of the Public Guardian, PO Box 16185, Birmingham B2 2WH.

Wait for registration

- Registration typically takes 8 to 10 weeks. If there are any mistakes, you may need to pay again to correct them.