

# FREE LPA CHECKLIST

Getting you started on making  
your LPAs



Safe to do  
business with  

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Code Compliant

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# Step 1: Select Your LPA(s)

There are two types of LPAs:

## Health and Welfare

This LPA is used for the making decisions about:

- what medical treatment you receive, such as life sustaining treatment
- staying in your own home and getting help and support from social services
- moving into residential care and finding a good care home
- day-to-day matters such as your diet, dress or daily routine.

## Financial and Property

This LPA is used for the making decisions about:

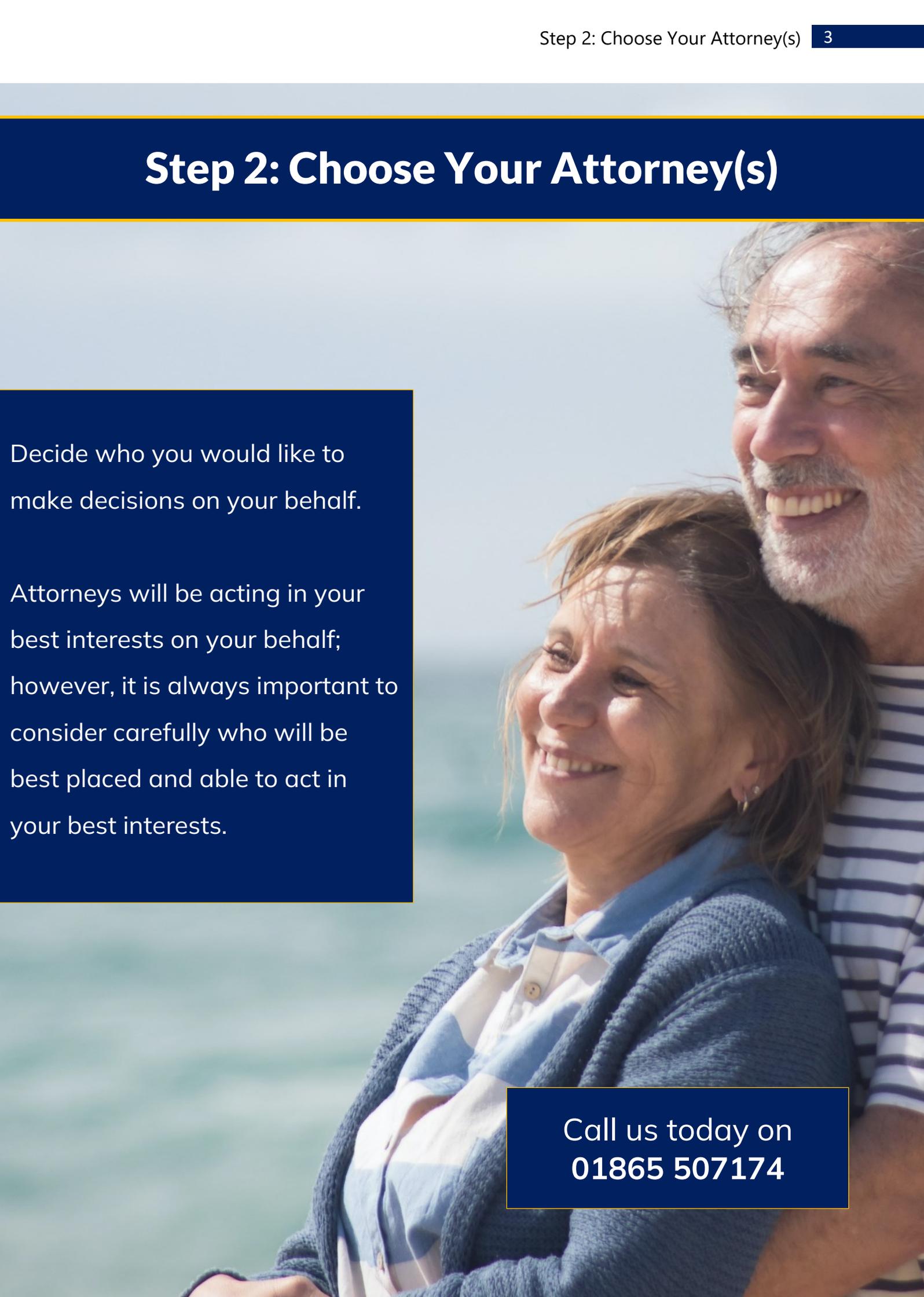
- running your bank and savings accounts
- making or selling investments
- paying your bills
- buying or selling your house.

You can have either or both.

## Step 2: Choose Your Attorney(s)

Decide who you would like to make decisions on your behalf.

Attorneys will be acting in your best interests on your behalf; however, it is always important to consider carefully who will be best placed and able to act in your best interests.

A photograph of an older couple smiling and embracing each other outdoors. The woman is in the foreground, wearing a blue and white striped shirt and a blue cardigan. The man is behind her, wearing a blue and white striped shirt. They are both looking towards the right of the frame. The background is a bright, slightly blurred outdoor setting, possibly a beach or a park.

Call us today on  
**01865 507174**

## Step 3: Complete Your LPA



You can complete your LPA yourself online or by downloading the forms off the [gov.uk](https://www.gov.uk) website.

However, there are marked sections which advise you to seek legal guidance in certain situations.

If you have any concerns or specific instructions, it is always best to seek legal advice.

## Step 4: Choose Your Certificate Provider

The LPA must be signed by a 'certificate provider' which is either a professional person (such as a solicitor or medical professional) or someone who has known you personally for 2 years.

Get started online [now](#).

## Step 5: Sign Your LPA

You must sign your LPA in a particular order.

Namely, the order of signing must be:

1. Certificate provider
2. You (as the donor)
3. The attorney(s) and any replacement attorney(s)

It is usual to have questions about ensuring your LPA is made effectively.

Talk to us today to learn more on **01865 507174.**

## Step 6: Register Your LPA

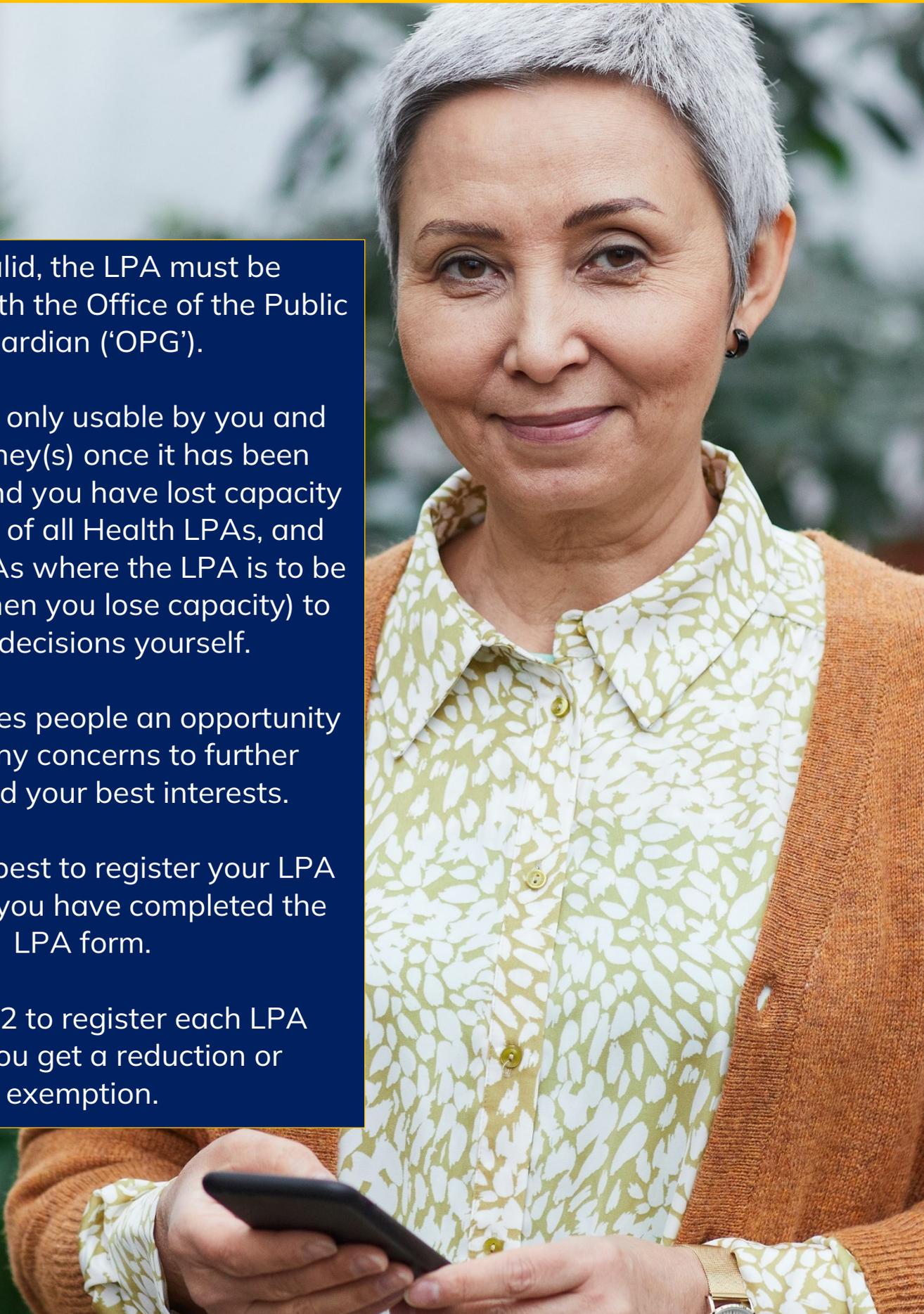
To be valid, the LPA must be registered with the Office of the Public Guardian ('OPG').

Your LPA is only usable by you and your attorney(s) once it has been registered and you have lost capacity (in the case of all Health LPAs, and Financial LPAs where the LPA is to be effective when you lose capacity) to make decisions yourself.

This also gives people an opportunity to raise any concerns to further safeguard your best interests.

It is usually best to register your LPA as soon as you have completed the LPA form.

It costs £82 to register each LPA unless you get a reduction or exemption.



## Step 7: Keep Your LPA Safe



Once registered, the OPG will send you your LPA(s) back, which will be stamped on each page.

This stamped version is your validly executed and registered LPA.

It is important to keep your registered LPA safe in your records

Call us today on  
**01865 507174**

or email  
**[info@adewills.co.uk](mailto:info@adewills.co.uk)**