**Appendix 2: Sample letter to CPS**

Dear[CPS solicitor],

**Criminal Bar Day of Action: Monday, 6th January 2014.**

As you may be aware, the government is, in pursuit of savings, presently consulting on proposals to make radical changes to the delivery of criminal legal aid services; changes which follow on from similarly far-reaching cuts to the scope of civil legal aid implemented by LASPO 2012. These cuts, the CBA believes, threaten the continued existence of hundreds of firms of criminal solicitors, and the viability of the criminal Bar as a referral profession. In short, the proposals threaten to destabilise the whole criminal justice system.

The 6th January 2014 has been identified as the date upon which members of the Criminal Bar have resolved to act. The action takes the form of a half-day refusal to attend court. Those who choose to participate will not attend court before 2.00pm on that day.

I am due to prosecute the case of [ ] at [ ] Crown Court for you on Monday, 6th January. I wish to participate in the action, and accordingly it is with much regret that I will not be at court on the morning of that day

It is with great sadness that the Bar has been driven to the point we have now reached, but I am sure that you understand the seriousness of the situation that both professions face. It is in those circumstances that I am writing to advise you of my decision and to seek your understanding, if not your wholehearted support, for the action that I, and others, will be taking on 6th January.

If you require any further information about the case, or the action generally, please do not hesitate to contact me, and I will happily discuss the matter further.

Yours,

[Name]

[Chambers]