



Home Office

Conference of the Parties to the United Nations Convention against Transnational Organized Crime

UK Central Authority – Digital Transformation
Programme

Presented by: Andrew Cooke-Welling
Date: 5 to 6 June

How do I use the service?

[Mutual legal assistance - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

[Extradition: processes and review - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

[Is your request for extradition or Mutual Legal Assistance \(MLA\)? – GOV.UK \(www.gov.uk\)](https://www.gov.uk)

Links to the Online Submission Form are available on our MLA and extradition pages

The Online Submission Form launched in May 2024. It is still in the Private Beta stage, so changes may still be made in response to early usage by our international partners. This feedback will be critical to ensure the services are easy to use and understand.

PRIVATE BETA This is a new service – your [feedback](#) will help us to improve it.

Is your request for extradition or Mutual Legal Assistance (MLA)?

- Extradition
- Mutual Legal Assistance (MLA)

Continue

Page to explain who can submit a request

Submit a mutual legal assistance request

Use this service to submit a request for mutual legal assistance (MLA) to the UK Central Authority (UKCA).

Who can use this service

This service is for:

- overseas authorities who want to request MLA from England, Wales or Northern Ireland
- UK authorities who want to request MLA from another country

Requests must come from a competent authority. For example, a court that has criminal jurisdiction, a prosecuting authority or another authority that is legally permitted to make a request.

Who cannot use this service

You cannot use this service if:

- you are seeking assistance from Scotland only - these requests must be sent to the Crown Office (see our [MLA guidance](#) for more information)
- your request is about tax and fiscal customs matters only - these must be sent to HM Revenue and Customs (HMRC) (see our [MLA guidance](#) for more information)

Before you start

You should provide us with all the necessary information to consider and carry out your request. You can find details on what we need for different assistance types in our [MLA guidance for foreign authorities](#).

You must provide English versions of all letters of requests and other supporting documents.

Authentication page

What is your email address?

We use this to verify your email address. We will send you a secure link so you can access the service.

Mutual legal assistance (MLA) requests should come from an official email address. For example, from a public body or court.

Send secure link

Confirmation email



Submit a mutual legal assistance request: Verify email address

You must click the link to verify your email address. The link is valid for 30 minutes and can only be used once.

<https://www.request-legal-assistance.ukca.homeoffice.gov.uk/mla/email-address-verified?token=e8de52e0-1f4a-11ef-ae71-d37baf1471d4&>

You will need to request a new link if you:

- do not verify your email address within 30 minutes
- have already used the link to access the service
- verify your email address but are then logged out because of inactivity

If it's been less than 30 minutes since you received the link but you can't access the service, you can try:

Continue a previous draft or start a new request page

Your draft requests

Draft requests in progress

Created on	Expires on	Your authority's reference
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You do not have any saved draft requests.

Create a new request

Once you start a request you have 28 calendar days to update or submit it, or it will be deleted.

You will be logged out if you don't do anything on your request for 1 hour.

[Create new request](#)

Country selection

[◀ Back](#)

Which country, territory or international organisation are you making this request for?

Continue

Competent authority confirmation

Is the request being made by, or on behalf of a competent authority?

For example, a court that has criminal jurisdiction, a prosecuting authority or another authority that is legally permitted to make a mutual legal assistance request.

Yes

No

Continue

Competent authority confirmation

Has the request been authorised by a competent authority?

For example, it has been authorised by a court that has criminal jurisdiction, a prosecuting authority or another authority that is legally permitted to make a mutual legal assistance request.

Yes

No

Continue

Confirming the type of assistance sought

What type of mutual legal assistance (MLA) request are you making?

- Freezing and/or confiscation of assets only
- Service of procedural documents only
- Vehicle information for speeding offence only
- Any other MLA request. This includes if service of procedural documents or freezing and/or confiscation of assets is one of multiple measures in your request

Continue

Adding contact details

Requesting authority details

This is the address we will use to communicate with you via post.

For example, the details of the court or prosecuting authority making the request.

Name

Country

Address

If you can't find the address by searching, select enter address manually.

- Search for address
- Enter address manually

Continue

Skip for now

Adding contact details

Primary contact details

The primary person involved in this request who we can contact for further information. For example, the lead prosecutor.

Full name

Email address

Telephone number

For international numbers include the country code.

[Continue](#)

[Skip for now](#)

Adding contact details

Secondary contact details

Someone we can contact if the primary contact is not available. For example a team lead or department email address.

Full name (optional)

Email address

Telephone number

For international numbers include the country code.

Continue

Skip for now

Providing your reference details

What is your authority's reference for this request? (optional)

The UK Central Authority (UKCA) will use your reference and the UKCA reference in future correspondence.

Date of request (optional)

Day

Month

Year

[Continue](#)



Confirming if this relates to a previous request

Is this request related to any previous requests made to the UK Central Authority (UKCA)

This will allow us to link your new request to other existing UKCA requests.

Yes

No

Continue

Skip for now

For Non-EU

Check your answers before you continue

Required information not completed

[Enter requesting authority name](#)

[Enter requesting authority address](#)

[Enter primary contact name](#)

[Enter primary contact email address](#)

[Enter primary contact telephone number](#)

[Enter secondary contact email address](#)

[Enter secondary contact telephone number](#)

[Specify if this request is related to any previous requests made to the UK Central Authority \(UKCA\)](#)

Eligibility Check

Which country or territory are you making this request for? United States of America [Change](#)

Is the request made by or on behalf of a competent authority? No [Change](#)

Has the request been authorised by a competent authority? Yes [Change](#)

Add measure(s) to your request

You can add multiple measures to your request

Add another measure

Measures added to your request

You have not yet added any measures.

Continue

Skip for now

Required information

Required information

Does your letter of request include a summary of the facts?

- Yes
- No

Does your letter of request include a clear link to the UK?

- Yes
- No

Does your letter of request include justification for the measure(s) you are requesting?

- Yes
- No

Does your letter of request include the legislation (statutory/provision/code) in the requesting country?

Upload files

Upload

You can upload up to 10 files. Each file must be less than 25MB. If you have more than 10 files, you will be able to email the rest later.

- JPG or JPEG
- PNG
- PDF
- Microsoft Word or Excel files

You can not upload zip files or documents that are password protected.

No file chosen

Is this request urgent?

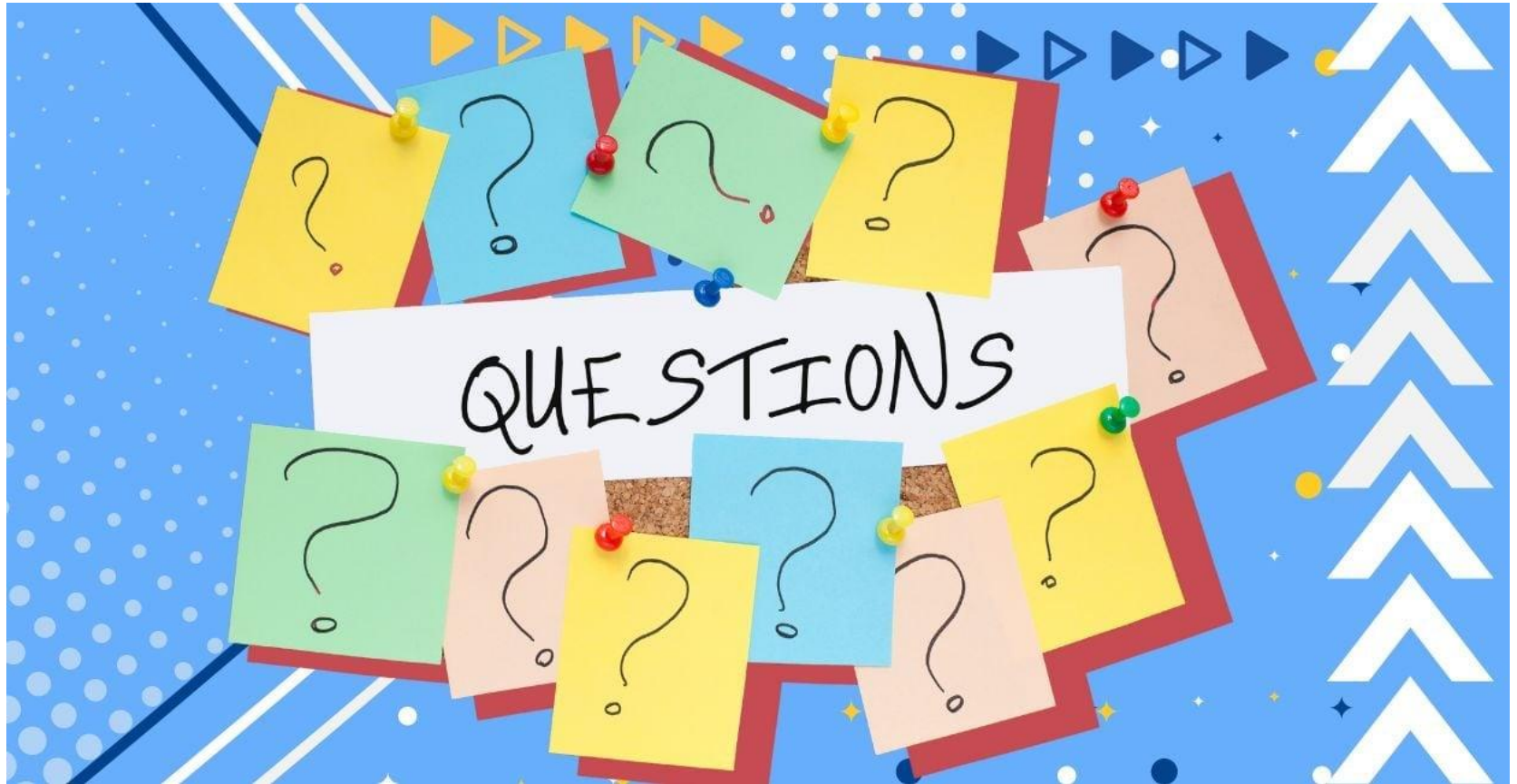
Yes

No

Continue

Skip for now

Questions



If you have any questions you can email
UKCAStrategyandTransformation@homeoffice.gov.uk

