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Dorothy j. walsh & company, solicitors

A Guide to Making an Enduring Power of Attorney

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Dorothy J. Walsh & Company, Solicitors

21, Fair Street, Drogheda, Co. Louth

Tel: 041-9807404 email: reception@dorothywalshsolicitors.com

**What is an Enduring Power of Attorney document?**

An Enduring Power of Attorney (EPA) is a document created in compliance with the Powers of Attorney Act 1996, executed by a person (known as the Donor), appointing Attorney(s) to act on their behalf over their affairs, if the person loses capacity to manage their own affairs.

It allows a person to pass control of their assets to the attorney, to take decisions about those assets when the donor lacks capacity to make decisions for him or herself later.

**When can it be made?**

It can be made anytime once the person has decision-making capacity. A person is assumed to have decision- making capacity unless the contrary is shown, regardless of their age or medical condition.

**What is decision-making capacity?**

Decision-making capacity is defined on a functional or decision specific basis. Capacity is assessed on a person’s ability to understand the nature and consequences of a decision in the context of available choices, at the time the decision must be made. It is not a general assessment of capacity but is issue specific and time specific. The assessment of decision-making capacity to create an EPA is a legal test and not a medical test. It is the role of the solicitor to establish whether the person has the capacity to create an EPA.

**What decisions can an attorney make on behalf of a person?**

An EPA may limit the authority given to the attorney to do specified things on behalf of the donor. For example, a restriction that the attorney may not sell the donor’s house. If it is not restricted, the attorney has the power to deal with the persons assets freely. While personal care decisions can be made, healthcare decisions cannot.

**What decisions can an attorney not make on behalf of a person?**

The Attorney cannot make decision outside of the scope of the power granted by the EPA and the law. The Attorney cannot make health care decision on behalf of the person.

**Who can act as an Attorney?**

There are no formalities about who can be appointed attorney. It is a personal choice for the person creating the EPA. It is advisable to consider the attorneys skills necessary to manage the persons financial affairs and knowledge of the wishes about his/her personal care decisions.

**Who are the Notice Parties and what are their role?**

Notice of the creation of the EPA must be given to at least two people. One person must be

1. The donor’s spouse/civil partner, if living with the donor, or
2. If 1 above does not apply (if the donor is unmarried, widowed or separated), notification must be given to a child of the donor (if applicable) or parent, sibling or grandchild (in that order or priority).

It is important to note that an Attorney **cannot** be a notice party.

**When does the EPA take effect?**

If the person who made it loses capacity to manage their own affairs, the EPA must be registered in the Wards of Court Office. Once registration is completed a certificate of registration will issue and the EPA takes effect from this date.

**Does the Attorney keep records of the persons affairs?**

The attorney must keep accounts of the donor’s property and affairs and produce them to the High Court, if required. The accounts should also include details of all costs, expenses and remuneration paid to and claimed by the attorney. The attorney must keep the donor’s property and accounts separate from the donor.

**Can the EPA be cancelled?**

Yes. It can be revoked by the donor at any time before it is registered, while the person has the decision-making capacity to do so. Once the EPA is registered, a court application is necessary to revoke it.

**Does the EPA become ineffective on the death of the person who made it?**

Yes.

**How much does this process cost?**

We charge a fee of €750.00 plus Vat (currently 23%) together with any outlay. Outlay are charges such as postage, travel expenses, medical report fees.

If you wish to proceed with making an Enduring Power of Attorney please compete the attached form and return to us by email so as we can make the necessary appointment for you to attend with us.

If you have any further queries we are happy to discuss via email, Whatsapp Video Call, phone or in person (see our Covid Consultation Plan for more details on face to face meetings).

**DOROTHY J. WALSH & COMPANY**

**ENDURING POWER OF ATTORNEY INSTRUCTION SHEET**

**Personal Details**

Name:

Address:

Tel:

Email:

Date of Birth:

PPS Number:

Marital Status

Please circle one of the following

Single Married Separated Legally Separated Engaged Divorced

Civil partnership Dissolved civil partnership Nullity Widowed

Co-habiting

Doctor’s Details

Name of GP:

Address:

Years with this doctor:

Any previous Doctors?

Attorney 1

Name:

Address:

Relationship to you

Attorney 2

Name

Address:

Relationship to you

Substitute Attorney

Name

Address:

Relationship to you

Children

|  |  |  |
| --- | --- | --- |
| **Name** | **Age** | **Address** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Notice Party 1:**

First name:  
Surname:  
Address:  
Relationship to you, if any:

**Notice Party 2:**

First name:  
Surname:  
Address:  
Relationship to you, if any:

Signed:

Witnessed: Dated:

**Checklist of Documentation:**

1. Passport
2. Utility Bill
3. Copy Marriage Certificate
4. Copy Death Certificate of Spouse
5. Copy Divorce / Separation / Nullity Decree
6. Copy Separation Agreement
7. Title Deeds
8. Will.

We look forward to dealing with this matter for you.

**Yours faithfully,**



**DOROTHY J. WALSH & COMPANY**