**In the High Court of Justice**

**Family Division**

**sitting at [the Royal Courts of Justice] /   
[[*name*]District Registry] Case No: [*Case number*]**

**[The Child Abduction and Custody Act 1985] /**

**[The 1996 Hague Convention on Jurisdiction, Applicable Law, Recognition, Enforcement and Co-operation in Respect of Parental Responsibility and Measures for the Protection of Children]**

**[Council Regulation (EC) No. 2201/2003] /**

**[The Senior Courts Act 1981] /**

**[The Children Act 1989]**

**(delete or adapt as appropriate)**

**The child[ren]**

**[*Name of child*] [Girl] / [Boy] [*dob dd/mm/yy*]**

**[*Name of child*] [Girl] / [Boy] [*dob dd/mm/yy*]**

**DISCLOSURE ORDER MADE BY [*NAME OF JUDGE*] ON [*DATE*] SITTING IN PRIVATE**

**The parties**

1. The applicant is [*applicant name*], represented by [*barrister/solicitor name*] [instructed by [*solicitor name and firm name*] whose contact details are [*ref, phone number and email*]]

The respondent is [*respondent name*], represented by [*barrister/solicitor name*] [instructed by [*solicitor name and firm name*] whose contact details are [*ref, phone number and email*]]

**(specify any additional respondents)**

**(specify if any adult party acts by a litigation friend)**

**(specify if the children or any of them act by a children’s guardian)**

**Recitals**

1. This order was made at a hearing without notice to the respondent. The reason why the order was made without notice to the respondent was [*insert*].
2. The judge read the following affidavits/witness statements [*insert*] and heard oral testimony from [*name*].
3. This order is made pursuant to the inherent jurisdiction of the High Court.

**Undertakings to the court by the applicant’s solicitor [*name*] on behalf of [himself] / [herself] and [his] / [her] partners in the firm [*firm name*]**

**(delete if information is to be disclosed to the court)**

**(where there are reasonable grounds to believe that a person to be served is residing in a refuge, it is not appropriate for the other party or their solicitor to have information relevant to their whereabouts disclosed to them as a result of a disclosure order. practitioners and the court must be alert to the guidance in *re p (service on parent in a refuge)* [2023] ewhc 471 (fam)), and the anticipated insertion of rule 6.23a fpr 2010)**

1. To use any information received by them as a consequence of this order solely for the purposes of (a) assisting in the location of the child[ren] named in this order, and (b) in the conduct of these proceedings.
2. Not to disclose any information received by them as a consequence of this order to [*name*].
3. To keep any record of information received by them as a consequence of this order in a separate file marked confidential and with a note that its contents are subject to undertakings to the court and not to copy or provide that information to others save for the purposes (a) assisting in the location of the child[ren] named in this order, and (b) in the conduct of these proceedings.
4. To obtain a written undertaking in the terms of the first two undertakings given by them above from any person provided with information received by them as a consequence of this order.

**IT IS ORDERED THAT:**

1. **(if the proceedings have not already been commenced in or transferred to the high court)** The application for this order is transferred to the High Court pursuant to FPR 29.17(3)(b) and PD29C. Otherwise, the proceedings shall remain in the Family Court.
2. HM Revenue & Customs, by its officers, servants or agents shall disclose, in writing, as soon as practicable to [an officer of this court namely [*specify* *the officer giving address*]] / [to the applicant’s solicitor [*name*] (whose direct telephone number is [*tel number*] and whose email address is [*email*])] all information in its knowledge or control concerning the whereabouts of [*child(ren) name(s)*].
3. HM Revenue & Customs shall not disclose the content of this order, or any action they take pursuant to it, to [*name*].
4. HM Revenue & Customs may apply to vary or discharge this order upon 24 hours notice.
5. **(where the disclosure is to be made to the court)**Any information received by the court under this order:
   1. [will be confidential to the court and may not be disclosed to the parties without permission of the court] / [may be disclosed to the parties].
   2. may be used only for the purposes of locating [*child(ren) name(s)*].

**(adapt as appropriate)**

1. Costs reserved

Dated [*date*]

**Notice**

You [*applicant solicitor name*] may be held to be in contempt of court and imprisoned or fined, or your assets may be seized, if you break the promises that you have given to the court.

**Statement of understanding**

I understand the undertaking that I have given and that if I break any of my promises

to the court I may be sent to prison, or fined, or my assets may be seized, for contempt

of court.

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[*applicant solicitor name)*]