



Ending domestic abuse

# Scottish Marac-to-Marac transfer Change of Address Form

## Important Information

Please read before completing this form

Guidance on Marac-to-Marac transfers can be found at:

If you have identified that a Marac victim will soon or already has moved address to another local authority area on a permanent basis<sup>1</sup> within a 12 month period of their Marac referral, please fill out this form as soon as possible and send to your local Marac Coordinator using secure email or other secure method. Your local Marac Coordinator will follow SafeLives recommended practice and follow the Marac-to-Marac transfer referral process. Marac-to-Marac Transfers should only be carried out by a Marac Coordinator<sup>2</sup>.

As there is a change in circumstances, where possible it is recommended that a Dash Risk Checklist is also completed/reviewed to identify and assess risk. If risk has been identified there should be no delay in safety planning. If the victim meets the Marac threshold, please also complete a Marac referral form and send to your local Marac Coordinator in addition to this form.

Scottish Dash Risk Checklist can be found here: [Dash Risk Checklist Scottish Version](#)

Scottish Marac referral forms can be found at: [Marac Referral Form](#)

Contact details for Maracs can be found at: [Find a Marac](#)

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<sup>1</sup>'Permanent basis' refers to the victim's intention on remaining in the new local authority area permanently. This intention is not always clear so Maracs may wish to make case-by-case decisions using professional judgement to decide whether to proceed with a Marac-to-Marac transfer.

<sup>2</sup> If your Local Marac area does not have a Coordinator, then the most appropriate Marac professional/s should carry out the Marac-to-Marac transfer process.

Restricted when complete

**Marac and Representative Information**

<b>Current Local Marac area:</b>	<b>Date form sent:</b>
<b>Representative Agency:</b>	<b>Representative name:</b>
<b>Contact number:</b>	<b>Contact email:</b>

**Victim information**

<b>Victim name:</b>	<b>Victim DOB:</b>
<b>Last known address:</b>	
<b>Address victim has moved/is yet to move:</b>	

.....Send to local Marac on completion.....