

**EMPLOYMENT TRIBUNALS**

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| To: | <<{claimantTitle + claimantFirstName + claimantInitials + claimantLastName}>>,  <<claimantAddressUK>>  <<claimantEmailAddress>> | | 13th floor, Centre City Tower, 5-7 Hill Street, Birmingham, B5 4UU  Telephone 0121 600 7780  Fax 01264 347 999  **e-mail: MidlandsWestET@hmcts.gsi.gov.uk** |
| Your Ref: | |  |  |
| Date: | | <<createdDate>> |

**Case Number:** <<caseNo>>

|  |  |  |
| --- | --- | --- |
| **Claimant**  <<claimant>> | **v** | **Respondent**  <<respondent>> |

Dear Sir / Madam,

<<cs\_ifRefused>>

POSTPONEMENT REQUEST REFUSED

<<else>>

POSTPONEMENT REQUEST ACCEPTED

<<es\_ >>

**Employment Tribunals Rules of Procedure 2013**

I refer to your letter of <<receivedDate>>.

Employment Judge <<judgeSurname>> has considered your request to postpone the hearing <<cs\_ifRefused>> and has refused it.

The Judge’s reasons for refusing the request are;-

a) That you have made the application late (that is less than 7 days before the date the hearing was due to begin) and therefore for the Tribunal to allow a postponement one of the conditions under Rule 30A(2)(a)-(c) of the Employment Tribunals (Constitution and Rules of Procedure) Regulations 2013 must be met. The Tribunal is not satisfied that any of the conditions has been met and therefore refuses your application].

**OR**

b) The Tribunal has previously ordered 2 or more postponements in this matter upon your request and it can therefore only grant you a further postponement if one of the conditions under Rule 30A(3)(a)-(c) has been met. The Tribunal is not satisfied that any of the conditions has been met and therefore refuses your application.

**OR**

c) [insert other reasons]

The case remains listed for hearing on <<hearingDate>>.

<<else>> and has accepted it.

On the Tribunal’s own initiative and having considered any representations made by the parties, the Employment Judge orders that the hearing fixed for <<hearingDate>> be postponed to another date (to be arranged and notified later).

[Any directions previously made apply to the new hearing date.]

The Judge’s reasons for making this Order are [TBA…….]

<<es\_ >>

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| --- | --- |
| Yours faithfully,  <<clerk**>>**  For the Tribunal Office | |
| cc | <<respondentName>>  <<respondentAddress>> |
| cc | ACAS |
| cc | <<cs\_ifRepresented>>  Representative:  <<nameOfRepresentative>>  <<nameOfOrganisation>>  <<representativeAddress>>  <<representativePhoneNumber>>  <<representativeFaxNumber>>  <<representativeDxNumber>>  <<representativeEmailAddress>>  <<representativeReference>>  <<es\_ >> |