



**UPPER TRIBUNAL
ADMINISTRATIVE APPEALS CHAMBER**

For Upper Tribunal use only

Upper Tribunal
Reference No.

Date received

**Judicial Review claim form
(Criminal Injuries Compensation Case)**

Notes for guidance are available which explain how to complete the judicial review claim form. Please read them carefully before you complete the form.

Please Use **black ink** and complete the form in **CAPITAL LETTERS**

Use another sheet of paper if there is not enough space for you to say everything.

(Please put your full name at the top of the sheet.)

SECTION 1 – IDENTIFICATION OF THE APPLICANT

This application for judicial review is made by –

(Please tick the appropriate box)

the claimant (i.e., the person who claimed criminal injuries compensation)

☐

or

the Criminal Injuries Compensation Authority

☐

SECTION 2 – DETAILS OF THE CLAIMANT

Claimant's name

Address

Postcode

Telephone No.

Fax No.

E-mail address

Is the claimant represented? If so please give the representative's details below.

Representative's
name

Address

Telephone No.

Fax No.

E-mail address

SECTION 3 – DETAILS OF THE DECISION TO BE JUDICIALLY REVIEWED

What was the date of the First-tier Tribunal's decision?
(This will also be on the decision notice.)

What was the First-tier Tribunal's (and CICA's) reference number?

If the decision was made at or following a hearing, where did the hearing take place?

Do you have a written statement of reasons for the tribunal's decision?

Yes ☐

When did the tribunal send it to you? (This will be the date on the letter that came with it.)

No ☐

Please say why not.

If you want to say more, please use another sheet of paper

SECTION 4 – DETAILS OF ANY DELAY IN APPLYING FOR JUDICIAL REVIEW

Has more than three months passed since the date of the First-tier Tribunal's decision?

Yes ☐

No ☐

Has more than one month passed since the First-tier Tribunal sent you written reasons for the decision?

Yes ☐

No ☐

If the answer to both of the above questions is "yes" (or if the answer to the first question is "yes" and you have not been sent written reasons), please apply for an extension of time by explaining here the delay and giving any other reasons why you consider time should be extended.

If you want to say more, please use another sheet of paper.

SECTION 5 – DETAILED STATEMENT OF THE GROUNDS AND FACTS RELIED ON

Please set out, either here or in a separate document, the grounds and facts on which you rely in support of this application for judicial review.

If you want to say more, please use another sheet of paper.

SECTION 6 – DECLARATION AND CLAIM FOR JUDICIAL REVIEW

I believe that the facts stated in this claim form are true.

I seek permission to proceed with my application for Judicial Review and, if permission is granted, I make the claim for judicial review.

I authorise my representative named in Section 1 above to act on my behalf in all proceedings before the Upper Tribunal. *(Delete if you have no representative or you are a solicitor or barrister filling in this form on behalf of a client or if the Applicant is the Criminal Injuries Compensation Authority.)*

I enclose the following documents (tick boxes as appropriate) –

- the decision of the First-tier Tribunal that is being challenged ☐
- the statement of reasons of the First-tier Tribunal (if separate) ☐
- a certificate of public funding from the Legal Services Commission ☐
- other documents (You need not send a copy of the bundle of documents used at the hearing before the First-tier Tribunal because the Upper Tribunal will obtain a copy from the First-tier Tribunal itself.) ☐

Signed *

Date

* An applicant other than the Criminal Injuries Compensation Authority must sign this form personally unless it is signed on his or her behalf by a solicitor or barrister.

AFTER YOU HAVE COMPLETED THIS FORM please send it with the documents mentioned above to –

The Upper Tribunal (Administrative Appeals Chamber),
Chichester Rents,
81 Chancery Lane,
London,
WC2A 1DD.

Fax (for urgent cases): 020 7911 7093

If the First-tier Tribunal hearing was in **Wales**, or the claimant lives in **Wales**, you may **either** send the form to the London address **or** send it to:

The Administrative Appeals Chamber of the Upper Tribunal (Wales),
Civil Justice Centre,
2 Park Street,
Cardiff,
CF10 1ET.

The Upper Tribunal office will let you know when it has received this form. Contact the Upper Tribunal office if you are not told within a week that the form has been received.