



**UPPER TRIBUNAL
ADMINISTRATIVE APPEALS CHAMBER**

Office stamp
(date received)

**APPLICATION FOR PERMISSION TO APPEAL
and NOTICE OF APPEAL
from First-tier Tribunal (General Regulatory Chamber)**

You **must** apply to the First-tier Tribunal for permission to appeal before you fill in this form.
Use this form *either* (1) **to apply to the Upper Tribunal for permission** to appeal if the First-tier Tribunal refused you permission to appeal or your application was not admitted because you were late
or (2) **to appeal to the Upper Tribunal** if the First-tier Tribunal has granted you permission to appeal.

Please Use black ink and complete the form in **CAPITALS** or in typewriting.
Use another sheet of paper if there is not enough space for you to say everything.
(Please put your name at the top of any additional sheets.)

A About the Type of Appeal

Please specify, by ticking the appropriate box, which area your appeal relates to:

Claims Management Services

☐

Consumer Credit

☐

Environment

☐

Estate Agents

☐

Gambling

☐

Immigration Services

☐

Information Rights

☐

Local Government Standards in England

☐

Transport

☐

B About the Appellant

Title

Mr

☐

Mrs

☐

Miss

☐

Ms

☐

Other

Surname, or name of
company, firm or
organisation

Other names

Address

Postcode

Telephone number

Email address

Do you have a solicitor or other representative?

No

☐

Yes

☐

If yes please give your representative's details below

Name of representative

Status (solicitor, agent, friend etc.)

Organisation (if any)

Address

Postcode

Telephone number

Email address

Reference number (if any)

C

About the respondent(s)

Please give details of the respondent(s) below (*these will be the person or persons and / or organisations who were the other party (or parties) in the First-tier Tribunal*)

Name of first or only respondent

Address

Postcode

Telephone number

Email address

Name of second respondent (if any)

Address

Postcode

Telephone number

Email address

D**About the First-tier Tribunal which decided your case**

Where was the Tribunal hearing?

What was the date of the Tribunal's decision?

What was the Tribunal's reference number?
(This will be on all correspondence.)

Did the First-tier Tribunal issue or confirm a stop notice?

Yes

☐

No

☐

Did the Tribunal suspend its decision or stop notice?

Yes

☐

No

☐

Do you wish to apply to the Upper Tribunal for suspension of
the decision and / or stop notice?

Yes

☐

No

☐

If you wish to apply for suspension please say so in the box below and give your reasons why

E**Reasons for any delay**

Note: You must apply to the First-tier Tribunal for permission to appeal before you fill in this form

Did the First-tier Tribunal refuse to admit your application because
you were late?

No

☐

Yes

☐

Has more than one month passed since the First-tier Tribunal
sent you notice of the grant or refusal of permission to appeal or
notice that your application has not been admitted?

No

☐

Yes

☐

If the answer to either of the above questions (or both) is "yes", please apply for an extension of
time by giving your reasons for the delay here

F**Reasons for appealing**

Note: In most cases you can only appeal if the First-tier Tribunal decision was wrong on one or more **points of law**.

*However, if your appeal is in a **Local Government Standards in England** case, and against*

(a) a decision that you have failed to comply with a code of conduct, and/or

(b) a decision imposing suspension or another sanction on you

you are not limited to points of law and you may appeal against the findings of fact.

If the First-tier Tribunal granted you permission to appeal **on limited grounds** and you are now appealing, please state whether you also wish to apply for permission on additional grounds

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

G**Request for an oral hearing of an Application**

N.B. This section is concerned only with initial oral hearings of applications for permission to appeal.

If you are given permission to appeal, you will be given the opportunity to ask for an oral hearing of the appeal at a later stage when you have seen all the written submissions in the case. If you are refused permission without an oral hearing you will be given the opportunity to make another application for permission with an oral hearing.

Has the First-tier Tribunal given you permission to appeal?

Yes

☐

Your case is an appeal. Go straight to **Part H** on the next page

No

☐

You are applying to the Upper Tribunal for **permission to appeal**. Please continue to complete **Part G**.

Do you or your representative wish to have **an oral hearing** before the Upper Tribunal at this stage?

No

☐

Yes

☐

Please give your reasons why here

Would you like the hearing to be in private?

No

☐

Yes

☐

Please give your reasons why here

I apply for permission to appeal against the decision of the First-tier Tribunal

or / and

I appeal against the decision of the First-tier Tribunal.
(Delete as applicable)

I authorise my representative named in **Part A** above to act on my behalf in all proceedings before the Upper Tribunal.*

(* Delete if you have no representative or you are a solicitor filling in this form on behalf of a client)

Applicant's/Appellant's signature
or signature of solicitor

Date

**After you have filled in and signed the form
please send it to the appropriate office address below:**

You must send the form within the **month** allowed (see the notes to **Part E** above). **If you are late**, you can still send in your form but you must explain the delay in **Part E** of the form.

You should enclose a copy of the following documents with this form (please tick in the box)

the decision notice issued by the First-tier Tribunal

☐

the written statement of reasons for the tribunal's decision (if one has been issued)

☐

if your appeal concerns a "stop notice", please send a copy of that notice

☐

**the notice from the First-tier Tribunal giving or refusing you permission to appeal or
telling you that your application has not been admitted**

☐

any legal aid certificate or funding notice (if the Appellant has a solicitor and funding for
the case has been granted by the LSC or the Scottish Legal Aid Board)

☐

any Appointment to Act (if an appointee is acting on behalf of the Appellant or the Appellant
has died).

☐

If you do not send these documents your case may be delayed or may not be admitted

Office addresses of the Upper Tribunal (Administrative Appeals Chamber)

If the First-tier Tribunal hearing was in **England**, send the form to:

The Upper Tribunal Office (Administrative Appeals Chamber), DX: 0012 London/Chancery Lane.
5th Floor, Chichester Rents,
81 Chancery Lane, London,
WC2A 1DD.

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

The Upper Tribunal (Wales),
Cardiff Civil Justice Centre,
2 Park Street, Cardiff, Wales,
CF10 1ET.

If the First-tier Tribunal hearing was in **Scotland**, send the form to:

The Upper Tribunal (Administrative Appeals Chamber)
George House,
126 George Street, Edinburgh,
EH2 4HH.

If the First-tier Tribunal hearing was in **Northern Ireland**, send the form to:

Upper Tribunal Administrative Appeals Chamber
3rd Floor, Bedford House,
16 – 22 Bedford Street, Belfast,
BT2 7FD.

The Office will let you know when they have received this form. Contact the office if you are not told within a week that the form has been received.