



**UPPER TRIBUNAL
ADMINISTRATIVE APPEALS CHAMBER**

For Upper Tribunal use only

Upper Tribunal
Reference No.

Date received

Claim Form for Judicial Review
(not for Criminal Injuries Compensation cases)

Notes for guidance are available which explain how to complete the judicial review claim form. Please read them carefully before you complete the form. *For criminal injuries cases use JRC1*

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 Details of the Applicant and the Applicant's representative (if any)

Applicant's name and address

Name

Address

Telephone
No.

Fax No.

E-mail
address

DX

Are you represented?

If so please give your representative's details below.

Name

Address

Telephone
No.

Fax No.

E-mail
address

DX

SECTION 2 Details of the Respondent

In any judicial review claim properly made to the Upper Tribunal, the Respondent will be the First-tier Tribunal. Please give here the address of the office of the First-tier Tribunal that sent you the decision that you are challenging.

Address

Telephone
No.

SECTION 3 Details of the decision to be judicially reviewed

What was the decision?

What was the date of the decision?

What was the First-tier Tribunal'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 explain why not.

SECTION 4 Details of Interested Parties

Please give the names and addresses of the persons or bodies that may have an interest in these proceedings. These will usually be the other parties to the proceedings before the First-tier Tribunal.

Name	<input type="text"/>		
Address	<input type="text"/>		
Telephone No.	<input type="text"/>	Fax No.	<input type="text"/>
E-mail address	<input type="text"/>	DX	<input type="text"/>

Name	<input type="text"/>		
Address	<input type="text"/>		
Telephone No.	<input type="text"/>	Fax No.	<input type="text"/>
E-mail address	<input type="text"/>	DX	<input type="text"/>

Name	<input type="text"/>		
Address	<input type="text"/>		
Telephone No.	<input type="text"/>	Fax No.	<input type="text"/>
E-mail address	<input type="text"/>	DX	<input type="text"/>

SECTION 5 Detailed statement of grounds and facts relied on

Set out below ☐

Attached ☐

SECTION 6 Details of outcome being sought

SECTION 7 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 you were sent 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 the delay and giving any other reasons why you consider time should be extended.

SECTION 8 Other applications

I wish to make an application for the following (*please tick appropriate box*)

for urgent consideration of the judicial review claim

☐

for other directions

☐

for interim relief

☐

Please give reasons and set out the details of any direction or interim relief that is sought

SECTION 9 – 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 you are an officer of a public authority or corporate body acting on its behalf.)*

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 a hearing before the First-tier Tribunal (except in an urgent case) because the Upper Tribunal will obtain a copy from the First-tier Tribunal itself.)* ☐

Signed *

Date

* An applicant who is not a public authority or corporate body 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 applicant lives in **Wales**, you may **either** send the form to the London address **or** send it to:

The Upper Tribunal (Administrative Appeals Chamber),
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.