



**UPPER TRIBUNAL
ADMINISTRATIVE APPEALS CHAMBER**

**Judicial Review
Acknowledgement of Service**

Upper Tribunal
Reference No.

Applicant(s)
(including ref.)

Respondent(s)

Interested
Parties

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

Please tick the appropriate box

1. I intend to oppose all of the application for
permission.

2. I intend to oppose part of the application for
permission.

3. I do not intend to oppose the application for
permission.

4. The respondent (interested party) is a tribunal and
intends to make a submission.

5. The respondent (interested party) is a tribunal and
does not intend to make a submission.

☐

Complete sections 2, 3, 4
and 5

☐

Complete sections 2, 3, 4
and 5

☐

Complete section 5

☐

Complete sections 2, 3
and 5

☐

Complete sections 2 and 5

Note: If the application seeks to judicially review the decision of a tribunal, the tribunal need only
provide the Upper Tribunal with as much evidence as it can about the decision to help the Upper
Tribunal to perform its judicial function.

SECTION 2.

Insert the name and address of any person you consider should be added as an interested party.

Name

Address

Telephone
No.

Fax No.

E-mail
address

Name

Address

Telephone
No.

Fax No.

E-mail
address

SECTION 3. Summary of grounds for opposing the application for permission. If you are opposing only part of the application set out which part before you give your grounds for opposing. If you are a tribunal filing a submission, please indicate that this is the case.

SECTION 4. Give details of any directions you will be asking the Upper Tribunal to make, or tick the indicate that a separate application notice is attached

☐

Set out below

☐

attached

SECTION 5.

**Delete as appropriate* *(I believe) (the respondent/interested party believes) that the facts stated in this form are true.
*I am duly authorised by the respondent/interested party to sign this statement.

Signed
(to be signed by you
or your
representative)

Position or Office held
(if signing on behalf of
firm or company or
tribunal)

Date

Give an address to which notices about this case can be sent.

Name

Address

Telephone
No.

Fax No.

E-mail
address

AFTER YOU HAVE COMPLETED THIS FORM– please send it to

The Upper Tribunal (Administrative Appeals Chamber),
1st Floor East Procession House
55 Ludgate Hill
London
EC4M 7JW

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

The Upper Tribunal (Wales),
Cardiff Civil Justice Centre
2 Park Street
Cardiff
CF10 1ET.
Tel: 029 2037 6488.

An Acknowledgment of Service must be received by the Upper Tribunal **no later than 21 days**
after the date on which the office sent you a copy of the judicial review application form.

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