



PENSIONS APPEAL COMMISSIONERS

Commissioners' Office stamp
(date received)

**APPLICATION FOR LEAVE TO APPEAL
and
NOTICE OF APPEAL**

You **must** apply to the Pensions Appeal Tribunal for leave to appeal before you fill in this form.

Use this form *either* to apply to the Commissioner for leave to appeal (if the Pensions Appeal Tribunal has refused you leave to appeal or has rejected your application), *or* to appeal to the Commissioner (if the Pensions Appeal Tribunal has granted you leave to appeal).

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

A About the Applicant/Appellant

Where the application/appeal is being made on behalf of a person who has died, that person's name should be put on this page. Write "deceased" in the space for the address. There is space on the next page for the details of the Designated Person who is acting on his or her behalf.

There is also space on the next page for the details of a representative.

Title Mr Mrs Miss Ms Other

Surname

Other names

Address

Postcode

Daytime telephone number

Date of birth

B**About any Designated Person and/or Representative**

Has anyone been designated to act on the Applicant's/Appellant's behalf because the Applicant/Appellant has died ?

No

Yes

Name of Designated Person

Address of Designated Person

Postcode

Daytime telephone number

Does the Applicant/Appellant/Designated Person have a representative ?

No

Yes

Name of representative

Organisation
(if any)

Address of representative

Postcode

Daytime telephone number

Reference number
(if any)

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

Has the Pensions Appeal Tribunal given you leave to appeal ?

Yes Go straight to Part G on the next page.

No You are applying to the Commissioner for leave to appeal. Do you or your representative wish to have **an oral hearing** before a Commissioner at this stage ?

No

Yes Please say why

Would you like the hearing to be in private ?

No

Yes Please say why

G Application/Appeal to a Commissioner

I apply for leave to appeal against the decision of the Pensions Appeal Tribunal
or

I appeal against the decision of the Pensions Appeal Tribunal.

I authorise my representative named in Part B above to act on my behalf in all proceedings before the Commissioner.* (* Delete if you have no representative or you are a solicitor filling in this form on behalf of a client)

Applicant's/Appellant's/
Designated Person's signature

Date

AFTER YOU HAVE COMPLETED THIS FORM –

If the Pensions Appeal Tribunal was in **England or Wales**, send the form and the documents listed below to –

The Commissioners' Office,
3rd floor, Procession House,
55 Ludgate Hill,
London EC4M 7JW.

If the Pensions Appeal Tribunal was in **Scotland**, send the form and the documents listed below to –

The Commissioners' Office in Scotland,
George House,
126 George Street,
Edinburgh EH2 4HH

You MUST enclose the following documents with this form -

- a copy of the decision notice issued by the Pensions Appeal Tribunal,
- a copy of the written statement of reasons for the Pensions Appeal Tribunal's decision (if one has been issued),
- the letter from the Pensions Appeal Tribunal telling you that the chairman has granted or refused you leave to appeal or has rejected your application for leave to appeal,
- a copy of the funding notice or legal aid certificate (only if the Applicant/Appellant/ Designated Person has a solicitor and funding for the case has been granted by the Legal Services Commission or the Scottish Legal Aid Board).

IF YOU DO NOT SEND THESE DOCUMENTS YOUR APPEAL MAY BE REJECTED OR DELAYED.

The Commissioners' 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.

