

MP Expenses' Notice of Appeal

This form should be used by current Members of Parliament or former Members of Parliament to make or notify an expenses appeal to the First-tier Tribunal (Tax Chamber) under the Parliamentary Standards Act 2009 against certain decisions made by the Compliance Officer for the Independent Parliamentary Standards Authority (IPSA)

Please read the guidance attached to this form before completing the Notice of Appeal.

1. Appellant's details

Title	
First Name	
Surname	
Address (including postcode)	
Daytime Telephone Number	
Email Address	
IPSA reference number	

2. Appellant's representative's details (if applicable)

Name of organisation or business (if applicable)	
Contact name	
Address (including postcode)	
Telephone Number	
Email Address	
Your Reference for this appeal	

3. Details of the decision(s) you are appealing

Compliance Officer/ IPSA Reference Number

Date of Decision(s)

Please indicate the type of decision you are appealing: (Please mark X)

1	Appeal against the Compliance Officer's decision not to review or alter a determination by the Independent Parliamentary Standards Authority to refuse an expenses claim or to pay only part of a claim	<input type="checkbox"/>
2	Appeal against a decision by the Compliance Officer to issue a repayment direction, the amount to be repaid as specified in the repayment direction and/or any requirement to pay interest on the overpayment or to pay costs.	<input type="checkbox"/>
3	Appeal against the Compliance Officer's decision not to extend the repayment period specified in a repayment direction.	<input type="checkbox"/>
4	Appeal against the imposition of a penalty notice by the Compliance Officer.	<input type="checkbox"/>

4. Time for making or notifying appeal and, if outside the time limit for appeal, request for permission to make or notify appeal late

Latest time by which appeal ought to have been made or notified

If the appeal is brought late, I request a direction of the Tribunal that the appeal may be brought after the end of the relevant period. (Please mark X)

Yes No

Reasons why the appeal is brought late (if applicable, please specify)

5. Grounds for appeal

Please use this box to say why you think the Compliance Officer decision(s) is wrong, giving reasons. If you are appealing against more than one decision, you must explain why you think each one is wrong. Please insert extra pages if you need to.

6. Result

Please say below what you think the decision(s) should have been if you do not already make that clear in box 5.

7. About your requirements

Please state if you, your representative, or witness has a disability or other special needs that you wish to bring to the Tribunal's attention in order to assist the hearing of your appeal.

8. Signature

I am the Appellant

I am the representative of the Appellant

Name

Signature (not required for Appeals sent by email)

Date

9. Sending the form

Please either email or post (not both) this completed form and any supporting documents to:

Email: taxappeals@hmcts.gsi.gov.uk

Address: HM Courts & Tribunals Service
First-tier Tribunal (Tax Chamber) (MPs' Expenses)
PO Box 16972
Birmingham
B16 6TZ

We can help if you need information in a different format (e.g. Braille, large print). We can also provide this form in Welsh if required. If you need any of these services, please contact the Tribunal.

Once we have received your completed Notice of Appeal form and associated documents, we will contact you with information on how your appeal will proceed. For further information, please refer to our leaflets 'Guidance notes on completing the Notice of Appeal form' and 'MP Expenses Explanatory Booklet'.