

IAFT-4

# First-tier Tribunal Application for Permission to Appeal to Upper Tribunal

This form should be used when making an application to the First-tier Tribunal for permission to appeal to the Upper Tribunal. You **must** apply to the First-tier Tribunal for permission to appeal before you make an application/appeal to the Upper Tribunal.

Please read the guidance notes before completing the application for permission to appeal. 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 Applicant's details

Appeal number

Home Office Ref No

Full name

Address

Postcode

 

Date of birth

/
/

Do you have a representative?

 Yes  No

If 'Yes', please give your representative's details below:

Name of organisation or business (if applicable)

Contact name

Address

Postcode

 

Telephone number

Reference number (if any)

## **B Time limit for making a First-tier application for permission to appeal**

Date of First-tier  
Tribunal Determination

		/			/				
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The application **must be received** within whichever of the following periods is relevant in your case:

If the appellant before the First-tier Tribunal is **outside the United Kingdom, 28 days** after the date on which you were sent the written reasons for the decision.

In all other cases, **14 days** after the date on which you were sent the written reasons for the decision.

If it is likely to reach us after this time you must ask the Tribunal to extend the time limit for making the application giving full reasons why it is late.

Reasons why the application is made late (if applicable):

Please state what **error(s) of law** you consider the Tribunal has made **and the result you are seeking**:

Continue on another sheet if necessary

**You should enclose with this form any documents you are relying on in this Part and which the First-tier Tribunal does not already have.**

## **D** Application for Permission to Appeal to the Upper Tribunal

I **apply for permission to appeal** to the Upper Tribunal.

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

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

Signed

Applicant/Solicitor

Date

/ / 

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### **After you have filled in the form please send it to:**

#### **By post:**

First-tier Tribunal (Immigration and Asylum Chamber)  
PO Box 7866  
Loughborough LE11 2XZ  
United Kingdom

**Or by Fax:** 01264 347987

**Or by e-mail** to: IAFT4@hmcts.gsi.gov.uk

Any e-mail sent to this e-mail address must not exceed 17MB. You will receive an auto response e-mail to confirm receipt of your e-mail.

### **If you are detained at one of the centres listed below and were issued a Refusal Letter by the Home Office Detained Asylum Casework (DAC) team before appealing to the Tribunal, your completed applications should instead be sent or faxed to:**

#### **By post:**

First-tier Tribunal (Immigration and Asylum Chamber)

#### **IA Harmondsworth**

Colnbrook By Pass  
Harmondsworth  
Middlesex UB7 0HD

**Or by Fax:** 0870 761 7721

**Or by e-mail** to: IAFT4Harmondsworth@hmcts.gsi.gov.uk

Any e-mail sent to this e-mail address must not exceed 17MB. You will receive an auto response e-mail to confirm receipt of your e-mail.

#### **By post:**

First-tier Tribunal (Immigration and Asylum Chamber)

#### **IA Yarl's Wood**

Hearing Centre A  
Twinwoods Business Park  
Thurleigh Road  
Milton Ernest  
Bedfordshire MK44 1FD

**Or by Fax:** 01264 347 997

**Or by e-mail** to: IAFT4Yarlswood@hmcts.gsi.gov.uk. Any e-mail sent to this e-mail address must not exceed 17MB. You will receive an auto response e-mail to confirm receipt of your e-mail.

Once your application is received, it will be considered by the Tribunal Judge and you will be informed of the outcome and the next steps to take.

If you have any enquiries, please contact the Tribunals Customer Service Centre on +44 (0)300 123 1711 or by email: Customer.Service@hmcts.gsi.gov.uk. Please quote your appeal number when you call.