

## Royal Courts of Justice Court of Appeal urgent business priorities (20 April 2020).

We are only dealing with urgent application in the Civil Appeals Office. Urgent work means applications where it is essential in the interests of justice that there be a substantive decision within the next 7 days.

**Urgent** applications should only be sent by email between 9am and 4.15pm to: [civilappeals.urgentwork@justice.gov.uk](mailto:civilappeals.urgentwork@justice.gov.uk)

Within 7 days of the public fees office reopening you'll need to pay the application fee or complete the relevant "help with fees" application

We'll acknowledge your application and aim to process it as quickly as possible.

**Non urgent** applications should be emailed to: [civilappeals.registry@justice.gov.uk](mailto:civilappeals.registry@justice.gov.uk)

Within 7 days of the public fees office reopening you'll need to pay the application fee or complete the relevant "help with fees" application

Your application will be dealt with as we increase our capacity to manage new non-urgent work. All appellant's notices will be accepted on the basis that they may be rejected at a later date.

The public counter at E307 remains closed and we have temporarily suspended the 'drop box' facility

Bundles should not be provided electronically unless specifically requested by the Court.

**All other documents** should be filed electronically and all other queries should continue to be emailed to the following addresses:

[Civilappeals.cmsa@justice.gov.uk](mailto:Civilappeals.cmsa@justice.gov.uk)

[Civilappeals.cmsb@justice.gov.uk](mailto:Civilappeals.cmsb@justice.gov.uk)

[Civilappeals.cmssc@justice.gov.uk](mailto:Civilappeals.cmssc@justice.gov.uk)

[Civilappeals.listing@justice.gov.uk](mailto:Civilappeals.listing@justice.gov.uk)

[Civilappeals.associates@justice.gov.uk](mailto:Civilappeals.associates@justice.gov.uk)

As we increase work capacity we'll look to provide a limited telephone service for users.

The court will issue orders electronically for the time being.