



SIAC1 (T619)

Notice of appeal or Notice of application for review to the Special Immigration Appeals Commission (SIAC)

You can use this form if you have been given a Home Office letter telling you about the decision or direction and you want to appeal or apply for review of that decision or direction.

Section 1 – Decision(s) or direction(s) you are appealing against or applying to have reviewed

1.1 Home Office reference

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1.2 Date of service of Home Office decision or direction

Day Month Year

1.3 Deadline to appeal or apply for review

Day Month Year

1.4 How did you receive the Home Office decision or direction?

Post

Personal Service

Email

1.5 Appeal being made under
Special Immigration Appeals Commission Act 1997

Section 2

Section 2B

Nationality, Immigration and Asylum Act 2002

Section 97A(3)

1.6 Application for review being made under
Special Immigration Appeals Commission Act 1997

Section 2C

Section 2D

Section 2E

Section 2F

Nationality, Immigration and Asylum Act 2002

Section 97A(2F)

Section 2 – About you

2.1 Surname or family name

2.2 Other names

2.3 Address where you can be contacted

First line of address

Second line of address

Town or city

County (optional)

Postcode

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2.4 Give a phone number where SIAC can contact you during the day

2.5 Date of birth

Day

Month

Year

2.6 Country of birth

2.7 Nationality (or nationalities) or citizenship

2.8 Do you have a representative?

Yes. Ask your representative to complete **Section 7**.

No

Note 2.3: If you change your address, you must notify SIAC immediately, in writing.

Note 2.8: If you have a representative, you must make sure you keep in contact with them. Letters about your case will be sent to your representative at the address you give until you or your representative tell SIAC of any change of address or representative.

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2.9 Have you previously made an asylum and/or a human rights claim or appealed against, or applied for a review of, any immigration decision or direction made in the United Kingdom?

Yes.

What type of decision did you appeal or review?

Date of appeal or review

Day Month Year

What is the appeal or review number, if you know it?

Who did you make the appeal or application for review to?

First-tier Tribunal (IAC)/Upper Tribunal (IAC)

High Court/Court of Session

SIAC

No

2.10 Who will be present at the hearing?

Not yet known. Tell SIAC when the hearing date is set.

Yourself

Your representative

Witness(es). List the witness(es) in the box below.

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2.11 If you, your representative or a witness are attending the hearing, will an interpreter be needed?

Not yet known. Tell SIAC when the hearing date is set.
Go to question 2.12.

Yes. **Give details below.**

No. **Go to question 2.12.**

Yourself

Language needed

Dialect (if applicable)

Your representative

Language needed

Dialect (if applicable)

Witness

Language needed

Dialect (if applicable)

2.12 Do you, your representative or a witness have a disability?

Not yet known. Tell SIAC when the hearing date is set.
Go to Section 3.

Yes. **Please explain any special arrangements needed for the hearing below.**

No. **Go to Section 3.**

Yourself

Your representative

Witness

Section 3 – Grounds of appeal or application for review

In this section you must set out the grounds for your appeal or application for review and give the reasons in support of these grounds – that is, why you disagree with the decision or direction.

You should include in this section any parts of your claim that you think have not been addressed in the refusal letter. You must say if you have raised these issues before.

Give as much detail as possible; use additional sheets of paper if you need to.

Section 4 – Late appeal or application for review

You must complete this section if your appeal is late or if you are not sure whether it will be received in time. The Commission cannot allow a late appeal/application to proceed unless it is satisfied that by reason of special circumstances it would be unjust not to do so. It is therefore essential that you give full reasons why your appeal/application is late.

Time limits for applying

You have a limited amount of time to apply from when you get the government's letter:

Where you are	Time limit
In detention	5 working days
In the UK	10 days
Outside the UK	28 days

If you're not allowed to apply from the UK then you will have 28 days to apply once you've left the country.

If you know your appeal is late, or you are not sure if it will be received in time, you must apply for an extension of time.

4.1 Is your appeal or application for review late?

Yes. **Give details below.**

No. **Go to Section 5.**

Explain why your appeal is late and attach any evidence or additional sheets if necessary.

Calculation of time

Time limits are to be calculated from the day after you get your decision letter

Where the time limit is 10 days or less, exclude any day which is not a business day. For example, exclude Saturdays, Sundays, bank holidays, Good Friday, Christmas Day and 27 to 31 December.

Where a time limit ends on a day which is not a business day, your appeal/review application is in time if it is lodged on the next business day.

Section 5 – Additional documents you must include with this form

You **must** include with your application the

Home Office decision letter

Any other document which was served on you which provided reasons for the decision or direction

List any additional document you are including

If you want SIAC to see other papers or photographs please send them with the form, if you can. If you do not send the documents with the form, send them as soon as possible.

Documents which are not in English

If you provide other documents to support your appeal/review application and these are not in English, you must provide either

- the documents in their original language and a translation of them in English (you must arrange for the translation)

or

- the documents in their original language and a description in English of what the documents are and what they say in general terms (if a document is long (for instance, a newspaper) you may provide a description in English of only those parts which support your case).

Section 6 – Representative’s details

This section is for completion by the representative.

6.1 Name of representative

6.2 Representative’s name of firm and address

Name of firm

First line of address

Second line of address

Town or city

County (optional)

Postcode

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6.3 Contact details

Phone number

Mobile number

Email address

6.4 Is the representative regulated by the Office of the Immigration Services Commissioner (OISC)?

Yes. The OISC reference is

No

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6.5 Has the appellant or applicant been granted publicly funded legal representation?

Yes. The Legal Aid Agency reference number, if applicable

No

Section 7 – Declaration

Appellant’s or applicant’s signature and date

I declare that the information I have given is true and complete to the best of my knowledge and belief.

Signature

Date

Day Month Year

Name of appellant or applicant. Please use CAPITAL LETTERS

Representative signature and date

I confirm that this form has been completed in accordance with the appellant’s or applicant’s instructions.

Signature

Date

Day Month Year

Name of representative. Please use CAPITAL LETTERS

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You may send the form by email, post or by hand.

Keep a note of how you send the form and the date you sent it.

Send the completed form and additional documents to:

Email:

siac.poacoffice@Justice.gov.uk

Post:

The Special Immigration Appeals Commission

PO Box 36469

London

EC4A 1WR

Change of contact details

If any of your details have changed, including if you change your representative. It is important you notify the Special Immigration Appeals Commissions (SIAC) immediately of any changes to your details.

Section 8 – For the use of the Special Immigration Appeals Commission

1. The appeal or application for review was received on
Day Month Year

Time, if applicable

2. Who received the appeal or application for review?
Please write in CAPITAL LETTERS.

3. How was the appeal or application for review received?

Post

Personal Service

Email

4. Sign and date
Signature

Date

Day Month Year