

Upper Tribunal Immigration and Asylum Chamber

Application for permission to appeal to the Court of Appeal

Fee: £110

For office use only

If the Upper Tribunal has made a decision in your case that carries a right of appeal (example: a decision refusing permission and certifying the claim to be ‘totally without merit’), **use this form** to apply to the Upper Tribunal for permission to appeal to the Court of Appeal.

Your right to appeal and the **time limit** will be in the section of the decision titled ‘Notes to the Applicant/ parties’.

If the tribunal has already refused you permission to appeal to the Court of Appeal, then you **must not** use this form, and may apply for permission to appeal directly to the Court of Appeal.

You **must** complete **every** section of this form and ensure that Section 5 is signed and Section 6 is completed.

UTIAC case reference number

Applicant(s) name(s)

Applicant(s) reference number

Respondent(s) name(s)

Respondent(s) reference number

Interested party/ies (if any)

Interested party/ies reference number

Home Office reference number

Section 1 – Details of the party applying for permission to appeal

1.1 Name

1.2 Contact email address

1.3 Contact phone number(s)

1.4 Postal address

Building and street

Second line of address

Town or city

County (optional)

Postcode

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Section 2 – Decision you wish to appeal

2.1 Date of decision

Day

Month

Year

2.2 Date you checked the decision

Day

Month

Year

2.3 Name of the judge who made the decision

Section 3

3.1 Is this application being made late and/or the fee being paid late?

Yes, and application and reasons for an extension of time are.

set out below

attached

No, the application is in time.

Section 4 – Grounds for appeal

4.1 What are your grounds and reasons for applying for permission to appeal to the Court of Appeal?

My grounds and reasons are

- Set out in the box below
- Attached

4.2 Have you attached a copy of the decision you want to appeal?

- Yes
- No. Explain why below.

Section 5 – Statement of truth

I understand that proceedings for contempt of court may be brought against anyone who makes, or causes to be made, a false statement in a document verified by a statement of truth without an honest belief in its truth.

- I believe** that the facts and matters stated in this application are true and complete.
- The applicant believes** that the facts and matters stated in this application are true and complete. **I am authorised** to conduct litigation in the High Court and am authorised by the applicant to sign this statement.

Signature

- Applicant
- Litigation friend
- Legal representative

Name of firm (if applicable)

Name of legal representative (if applicable)

If signing on behalf of firm or company give position or office held

Date

Day

Month

Year

This section must be completed in full, otherwise the application/form is not valid and it will be returned to you.

If the applicant does not have a legal representative tick this box.

If the applicant has a legal representative tick this box.

Rule 11(5A) requires the representative to be authorised to conduct litigation in the High Court under the Legal Services Act 2007.

Section 6 – Tribunal fee

What you need to pay

The fee due for this application is

£110

How to pay the tribunal fee

1. I have not included payment because

- I have applied for Help with Fees online and my reference number is

H	W	F							
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- I am applying for Help with Fees, see attached form **EX160**

- Other – please explain why

2. **Prepayment** – I have already made a payment, and the reference number provided to me by HMCTS is

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3. I attach a **cheque, banker's draft or postal order**, made payable to 'HMCTS'

4. I am attending in person at the court/office counter

5. **Fee account details – for use by legal professionals**

Your account number

P	B	A							
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Your reference (if applicable)

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Check the details you have provided carefully and pay as soon as possible so that any issues regarding payment can be resolved before the expiry of any deadlines in your case.

If you cannot afford the tribunal fee

You may not have to pay a fee, or you may get some money off it if you only have a small amount of savings and investments, receive certain benefits or are on a low income. You can apply for help with court and tribunal fees online at www.gov.uk/help-with-court-fees or through the 'EX160 Apply for help with fees' form and 'EX160A – How to apply for help with fees' guidance.

Prepayment – This can be via a bank transfer, please contact the Upper Tribunal's regional office for details.

Card payments - this can be taken over the phone if your case is in Birmingham, Manchester, Leeds or Cardiff.

By post or DX – cheque, banker's draft or postal order.

In person – cash, credit/debit card or one of the ways listed above.

Fee account – a way for solicitors, local authorities and other regular users to make payments relating to civil and family cases.

What to do next

If you are **legally represented or a public body, you must** send this form and any supporting documents using the HM Courts and Tribunals E-Filing service.

For those that are **not legally represented**, the **preferred method** is the E-filing service. Alternatively, unrepresented applicants can **email or send** the signed and completed form with the **appropriate arrangements for payment of the fee** and any supporting documents to the Upper Tribunal's regional office which is closest in connection to the applicant. Contact details for all the hearing centres are provided below:

London Email utiacjudicialreviewapplications@justice.gov.uk
Post Upper Tribunal, Field House, 15–25 Breems Buildings, London EC4A 1DZ

Birmingham Email utiac.birmingham@justice.gov.uk
Post Civil Justice Centre, Priory Courts 5th floor, 33 Bull Street, Birmingham B4 6DS

Cardiff Email utiac.cardiff@justice.gov.uk
Post Civil Justice Centre, 2 Park Street, Cardiff CF10 1ET

Leeds Email utiac.leeds@justice.gov.uk
Post Leeds Combined Court Centre, 1 Oxford Row, Leeds LS1 3BG

Manchester Email utiac.manchester@justice.gov.uk
Post Civil Justice Centre, 1 Bridge Street West, Manchester M60 9DJ

How to use HM Courts and Tribunals E-Filing service

To register and access the E-Filing Service, go to: <https://efile.cefile-app.com/login>.

For guidance, support and information about the E-Filing Service, go to: www.gov.uk/guidance/hmcts-e-filing-service-for-citizens-and-professionals.

Next steps

The Upper Tribunal will check this form and let you know if you need to provide any more information. Once you have received a **sealed** (stamped) copy, you **must** also immediately provide the same to all other parties, together with any supporting documents and draft order(s).