



## GRC4

# Notice of application for certification to the Upper Tribunal for contempt

This form is for making an application to the First-tier Tribunal (General Regulatory Chamber) to certify a contempt to the Upper Tribunal. You can only make this application if:

- there are already (or there have already been) proceedings before the Tribunal; and
- a person has done something or has failed to do something in relation to those proceedings that would constitute contempt of court before a court having the power to commit for contempt; and

the proceedings concerned either the Freedom of Information Act 2000 or particular sections of the Data Protection Act 2018.

## Other applications

You cannot use this form to:

- appeal to the General Regulatory Chamber – use form **GRC1**
- appeal a decision relating to a Nitrate Vulnerable Zone – use form **GRC2**
- apply for an order to progress a data protection or UK GDPR complaint – use form **GRC3**
- make an application in an appeal that is already in progress – use form **GRC5**
- make an application for an authorised costs order – use form **GRC6**
- apply for permission to appeal to the Upper Tribunal – use form **GRC7**

## If you need help

Contact the tribunal office if you need help with this application or how the tribunal works.

The tribunal cannot give legal advice.

## Guidance on completing this form

You can find notes to help you understand questions on the right side of the page.

Use another sheet of paper if there is not enough space for you to say everything. Add your name at the top of any additional sheets.

Write clearly if you are completing this form by hand.

## Section 1 – Applicant’s information

### 1.1 Details of applicant

Name of the person or the organisation

Contact name (if different)

### 1.2 Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

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### 1.3 Contact details

Phone number

Mobile number

Email address

### 1.4 Is there more than one applicant?

Yes. I have included their details on a separate sheet, accompanying this form.

No

### Note for Section 1

The applicant can be a person or an organisation.

Add all your information even if you have other cases in the tribunal.

Use a separate sheet if you need to include details of more than one applicant.

## Section 2 – Applicant’s representative information

**2.1** Do you have a representative?

Yes. **Go to question 2.2**

No. **Go to Section 3**

**2.2** Details of applicant’s representative

First name

Last name

Company name

**2.3** Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

| | | | |

**2.4** Reference number for correspondence (optional)

**2.5** Contact details

Phone number

Mobile number

Email address

### Note for Section 2

A representative is someone you want to represent you in dealing with the tribunal.

If you appoint a representative, the tribunal office will only correspond with your representative.

## Section 3 – About the application you are making

### 3.1 Details of the proceedings that give rise to your application:

a) The tribunal's reference number

b) The appellant(s) in those proceedings

c) The respondent(s) in those proceedings

### 3.2 Is your application made under:

Section 61 of the Freedom of Information Act 2000

Section 202 of the Data Protection Act 2018

Another provision: write in box below

### 3.3 Who is the person or organisation that you say has committed a contempt?

Name of person or organisation

Address

First line of address

Second line of address

Town or city

County (optional)

Postcode

### Note 3.2: You can find:

- Section 61 of the Freedom of Information Act 2000
- Section 202 of the Data Protection Act 2018, and
- Rule 7A of the Tribunal Procedure (First-tier Tribunal) (General Regulatory Chamber) Rules 2009

at <https://www.legislation.gov.uk/>

Contact details

Phone number

Mobile number

Email address

## Section 4 – Details of your application

**4.1** Provide the following information, giving as much information as you can.

- Details of the act or omission you rely upon in this application
- Why the act or omission would, if the proceedings in which it occurred were in a court, constitute contempt
- If you were not a party to the proceedings, your relationship with the proceedings and why you have made this application

### Note for Section 4

If the act or omission arises from a tribunal decision or order then you must attach a copy to this form.

You should also attach any evidence upon which you rely in support of this application. Only include evidence that relates to the details requested in this section. If you include irrelevant or background information then it may cause delays in dealing with your application.

Use another sheet of paper if there is not enough space for you to say everything.

Add your name at the top of any additional sheets.

## Section 5 – Late applications

**5.1** What date did the act or omission you rely upon occur?

Day	Month	Year

**5.2** This application must be made no later than 28 days after the date above. If this application is late, or you are not sure if it will be received in time, explain why and include any supporting evidence you have when sending this form.

## Section 6 – Hearing

### 6.1 How do you want to have your application decided?

I want my appeal to be decided **with a hearing**

The tribunal will decide your application at a hearing that you can attend. This will either be in-person or by video.

I want my application to be decided **without a hearing**

The tribunal will decide your appeal by looking at the information and documents you and the other parties send.

### Note for Section 6

The tribunal will make the final decision on whether there is a hearing, and if it should be in-person or by video.

## Section 7 – Reasonable adjustments

### 7.1 Do you, or anyone attending with you, need any additional support during your appeal?

**Note 7.1:** Some people need support to access information and use our services, for example:

- documents in alternative formats, colours and fonts
- help with communication, sight, hearing, speaking, interpretation or translation
- access and mobility support if a hearing takes place in person

## Statement of truth

I understand that in certain circumstances 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 stated in this form and any additional pages are true.
- The applicant believes** that the facts stated in this form and any additional pages are true. **I am authorised** by the applicant to sign this statement.

## Signature

- Applicant
- Applicant's representative

## Date

Day	Month	Year

Full name

## What to do next

Send the completed and signed form and any documents from the Checklist using the details shown below:

### Email address

[GRC@justice.gov.uk](mailto:GRC@justice.gov.uk)

or

### Address

HM Courts & Tribunals Service  
General Regulatory Chamber  
PO Box 11230  
Leicester  
LE1 8FQ

### Phone

0300 303 5857

## Next steps

The tribunal will consider your application and let you know the outcome.

You can find out more on:

[www.gov.uk/courts-tribunals/first-tier-tribunal-general-regulatory-chamber](http://www.gov.uk/courts-tribunals/first-tier-tribunal-general-regulatory-chamber)

For information on how HM Courts & Tribunals Service process and store your data visit:

[www.gov.uk/hmcts/privacy-policy](http://www.gov.uk/hmcts/privacy-policy)