

Upper Tribunal Immigration and Asylum Chamber

Fee following grant of permission on papers

Fee: £897

For office use only

Use this form to continue your case when a judge has granted you permission to apply for judicial review on the papers. **You must pay the full fee (£897) within 9 days** of the tribunal sending the decision granting you permission to apply for judicial review. **If you do not, the case will be automatically struck out** under rule 8(1)(b) of the Tribunal Procedure (Upper Tribunal) Rules 2008 (as amended).

If you have already paid £449 to apply to reconsider permission at a hearing use form UTIAC13.

You **must** complete Section 1 and provide a copy of the decision granting permission which will show the date the tribunal sent you the decision notice.

All other forms are available at www.gov.uk/government/collections/immigration-and-asylum-chamber-upper-tribunal-forms

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

What you need to pay

£897

1. ☐ I have not included payment because

- | | | | | | | | |
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- ☐ Other – please explain why

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- [illegible]

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

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

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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).