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STATUTORY INSTRUMENTS

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**1997 No. 798**

**The Reserve Forces Appeal Tribunals Rules 1997**

**PART II**

**MAKING AN APPEAL TO THE TRIBUNAL AND REPLY BY THE AUTHORITY**

*(A)*

*THE APPELLANT*

**Notice of appeal**

**3.—(1)** An appeal to the Tribunal shall be made by written notice. The notice of appeal shall state—

- (a) the name, address and telephone number (if any) of the appellant;
- (b) that the notice is a notice of appeal;
- (c) the grounds of the appeal;
- (d) whether the appellant intends to be present or represented at the hearing;
- (e) the determination which the appellant seeks;
- (f) the name and address of the representative (if any) of the appellant, and whether the Secretary should send replies or notices concerning the appeal to the representative instead of the appellant;
- (g) the name and address of any witness whom the appellant wishes to give evidence to the Tribunal.

(2) The appellant or his representative shall attach to the notice of appeal a copy of the written notification of the disputed determination.

(3) The notice of appeal shall be further accompanied by—

- (a) copies of all documents or records supplied to the Authority in the course of making the application which resulted in the disputed determination;
- (b) copies of any other documents or records which the appellant wishes to be drawn to the attention of the Tribunal, and a statement of the reasons why they were not submitted to the Authority during the course of the application which resulted in the disputed determination.

(4) The appellant or his representative shall sign the notice of appeal.

(5) The appellant or his representative shall send or deliver the notice of appeal to the office of the Secretary so that it is received there not later than 5 days after the date on which written notification of the disputed determination was received by the appellant.