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STATUTORY INSTRUMENTS

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**2005 No. 14**

**The Information Tribunal (Enforcement Appeals) Rules 2005**

**Notices, etc.**

**31.**—(1) Any document or other notice required or authorised by these Rules to be served on or sent to any person or authority may be—

- (a) sent by post in a registered letter or by the recorded delivery service, or delivered by hand in accordance with paragraph (2) below, or
- (b) by means of electronic communication in accordance with paragraph (3) below.

(2) A document or other notice required or authorised by these Rules to be served on or sent to any person or authority that is sent by post in a registered letter or by the recorded delivery service, or is delivered by hand, must be sent or delivered—

- (a) in the case of the Tribunal, to the proper officer of the Tribunal;
- (b) in the case of the Commissioner, to him at his office;
- (c) in the case of an appellant or any other party, to him or his representative at the address for service under these Rules; and
- (d) in the case of an occupier within the provisions of rule 14 above, to him at the premises in question.

(3) A document or other notice required or authorised by these Rules to be served on or sent to any person or authority that is sent by means of an electronic communication, must be sent—

- (a) in the case of the Tribunal, by such means and to such address as the proper officer of the Tribunal may specify;
- (b) in the case of the Commissioner, by such means and to such address as may be specified by the Commissioner for such purposes;
- (c) in the case of an appellant, a respondent data controller or any other party, by such means and to such address as he may specify for such purposes.

(4) Without prejudice to paragraph (3) above, no person shall be required to accept service of documents sent by electronic means unless they have indicated that they are prepared to accept such service.

(5) A party may at any time by notice to the Tribunal change his address for service under these Rules.