

4. Delete as appropriate:

I request a hearing

I am content for the appeal to be disposed
of by written representations

5. This appeal falls outside the limit of 28 days lodgement from the issue of the Department's decision but should still be accepted as valid because:

6. Hearing arrangements (if required)

If you consider that you have a disability do you require any arrangements to assist you when attending your hearing?

Yes No

Please state the arrangements which will be needed for you to attend.

7. All communications regarding this appeal should be addressed to me at the address shown at 1 above – or to my designated agent below:

Name

Address

Postcode	

Date

Signed

Agent (if appropriate)

8. I can also be contacted by:

Telephone

Home

Business

Mobile

Email @

9. Appellant's signature

Signed

Appellant

Date

Notes:**Form 9****Notice of an appeal from a decision of the Commissioner of Valuation for Northern Ireland on an appeal under paragraph 4 of Schedule 8B to the Rates (Northern Ireland) Order 1977**

1. Copy exactly the property reference number and description from the decision of the Commissioner of Valuation against which you wish to appeal

Insert the property's postal address in full.
2. Insert your name. Insert your full postal address if different from 1 above.
3. Here state as fully as possible the grounds of your appeal. Failure to disclose all information at this stage may result in adjournment of your case and delay in dealing with your appeal. If there is insufficient space please use a separate sheet and attach securely to the form.
4. Select as appropriate. (Please note that the written consent of the other party is required in order for the appeal to be disposed of by written representations.)
5. Here state briefly the reasons why your appeal is outside the 28 day lodgement period and should receive an extension of time.
6. Complete only if you have requested a hearing.
Disability is defined as "any physical or mental impairment which has a substantial and long-term adverse affect on a person's ability to carry out normal day-to-day activities and which has lasted or is likely to last for more than 12 months".
7. You may designate a representative or agent to act on your behalf.
8. Opportunity to provide additional contact details as appropriate.
9. The appellant(s) should ensure they have signed the appeal form.

General

This notice of appeal should be delivered to the Secretary of the Northern Ireland Valuation Tribunal within 28 days of the office of the Commissioner of Valuation issuing the decision to which this appeal relates.

Northern Ireland Valuation Tribunal
2nd Floor
Royal Courts of Justice
Chichester Street
Belfast BT1 3JF

Tel: 0300 200 7812

Email: tribunalsunit@courtsni.gov.uk