

## Annex G – 2

### APPENDIX A NOTICE OF APPEAL

*This is the form of Notice of Appeal provided under Rule 15 of the BEF Appeal Rules (the “Rules”). Please submit when completed to the Chief Executive, British Equestrian Federation, Abbey Park, Stareton, Kenilworth, Warwickshire CV8 2RH together with a fee of £300. If paying by cheque please make your cheque payable to “British Equestrian Federation”*

#### Your details:

Name:  
Address:

Tel:  
Email:

I am a member of ..... (insert the name of the BEF Member of which you are a member)

#### The decision against which you are appealing:

*set out below the details of the decision against which you are appealing and where available provide a copy of the decision:*

Is this:

- An Appeal against the decision of a BEF Member or committee of a BEF Member, selectors of a BEF Member, administrators or selectors of any World Class Programme, a Team Manager or Chef de Mission?

If you have ticked the box above this is an **Administrative Decision** under the Rules.

- An Appeal against the decision of a disciplinary committee or body of a BEF Member?

If you have ticked the box above this is a **Disciplinary Decision** under the Rules.

**Administrative Decision – Chronology** - *Please supply the following information:*

Date the Decision was notified to you:

*And if the rules of the BEF Member provide an internal appeal/ review or mediation procedure:*

Date you were notified of the outcome:

*NB Please attach the notification to this form*

**Disciplinary Decision- Chronology** - *Please supply the following information:*

Date the Decision was notified to you:

*And if the rules of the BEF Member provide an internal appeals procedure:*

Date you were notified of the outcome of the internal appeals procedure:

*NB Please attach the notification to this form*

**GROUNDS OF APPEAL**

*Please identify the heading of grounds of appeal under which your claim falls by ticking the appropriate box/es and set out a summary of the grounds. Please note that an appeal can only be brought on the basis of one or more of the headings listed in the boxes below.*

**Grounds of Appeal: Administrative Decision**

The Administrative Decision:

A. was wrong;

B. was unjust because of procedural or other irregularity in the proceedings of the body or organisation

**Summary**

**Grounds of Appeal: Disciplinary Decision**

- a) The finding of a disciplinary default or any disciplinary action or disciplinary sanction imposed was unreasonable;
- b) There is evidence that could not reasonably have been considered at the original hearing which would have materially affected the Disciplinary Decision;  
or
- c) There was a serious procedural or other irregularity in the proceedings which materially affected the Disciplinary Decision.

**Summary**

**What relief or remedy are you seeking?**

**Do you wish to apply for an oral hearing at this point?**

**Yes /No**

*You can apply for an oral hearing at any time up to five days after the submission of the Respondent's Reply. Your application must be accompanied by an oral hearing fee of £600*

**Please sign and date below**

Signature:

Date: