

## Water Polo Australia Limited

### Appeals Tribunal Rules

Adopted by resolution of the Board of Water Polo Australia Limited on 30 October 2015 in accordance with the requirements of clause 35 of the Constitution of Water Polo Australia Limited.

#### 1 Definitions and Interpretation

##### *Definitions*

The definitions which appear at clause 1 of the Constitution apply for the purposes of interpretation of these Appeals Tribunal Rules where the same capitalised terms are used.

Further, for the purposes of these Appeals Tribunal Rules the following terms shall be ascribed the corresponding meanings:

**Appeal** means an appeal to the Appeals Tribunal by a Member or other person entitled to make such an appeal under the rules, regulations by-laws, codes of conduct and policies of Water Polo Australia.

**Appeal Folder** means the documents specified in rule 12(c)(4).

**Appeals Tribunal** means the panel constituted under rule 5.

**Appeals Tribunal Member** means a person appointed to the role pursuant to rule 5.

**Appeal Tribunal Rules** means these "Appeals Tribunal Rules".

**Appellant** means a Party who commences an Appeal to the Appeals Tribunal.

**Appellant's Material** includes:

- (a) All documents (in whatever format) and other evidence on which the Appellant intends to rely at the hearing of an Appeal;
- (b) A written outline of the oral evidence to be adduced by the Appellant from any witness who the Appellant intends to call during the hearing of an Appeal; and
- (b) A written outline of the contentions and arguments that the Appellant proposes to advance at the hearing of an Appeal.

**Constitution** means the constitution of Water Polo Australia adopted by special resolution on or about 25 October 2014 and subsequently amended, modified or replaced from time to time.

**Disciplinary Rules** means the Disciplinary and Tribunal Rules made by Water Polo Australia in accordance with the Constitution.

**Disciplinary Tribunal** means the body constituted under the Disciplinary Rules.

**Disciplinary Tribunal Panel Pool** has the same meaning as in the Disciplinary Rules.

**Notice of Appeal** means a notice completed as required by these rules, in the form set out in **Schedule 1**.

**Notice of Appeal Hearing** means a notice completed as required by these rules, in the form set out in **Schedule 4**.

**Notice of Challenge** means a notice completed as required by these rules, in the form set out in **Schedule 3**.

**Notice of Withdrawal of Appeal** means a notice completed as required by these rules, in the form set out in **Schedule 2**.

**Party** means the Appellant or a Respondent or another person that seeks leave to bring an appeal. Water Polo Australia may be a Party.

**President** means the president of the Appeals Tribunal, appointed in accordance with the Appeals Tribunal Rules.

**Respondent** means the respondent to an Appeal, as identified in the Notice of Appeal or otherwise.

**Respondent's Material** means:

- (a) All documents (in whatever format) and other evidence on which the Respondent intends to rely at the hearing of an Appeal;
- (b) A written outline of the oral evidence to be adduced by the Respondent from any witness who the Respondent intends to call during the hearing of an Appeal; and
- (c) A written outline of the contentions and arguments that the Respondent proposes to advance at the hearing of an Appeal.

**Secretary** means the secretary to the Appeals Tribunal.

**Water Polo Australia** means Water Polo Australia Limited, ABN 86 159 573 403.

**WPA Counsel** means the person who may be appointed by Water Polo Australia to appear at hearings of the Appeals Tribunal to:

- (a) Present evidence relied upon in Appeal proceedings by Water Polo Australia;
- (b) Test the other Party's case;
- (c) Address the Appeals Tribunal and make submissions; and
- (d) Perform such other functions which are necessary in the course of an Appeal.

### ***Interpretation***

The following rules shall apply in the interpretation of these Appeals Tribunal Rules:

- (a) Headings are for convenience only and do not affect interpretation.
- (b) Any reference to a gender includes a reference to all genders.

- (c) The singular includes the plural and vice versa.
- (d) Where a word or phrase is defined, its other grammatical forms have corresponding meanings.
- (e) A reference to a rule or sub-rule is to a rule or sub-rule, as the case may be, of these Appeals Tribunal Rules unless stated to the contrary.
- (f) A reference to a schedule, annexure or appendix is a reference to a schedule, annexure or appendix of these Appeals Tribunal Rules unless stated to the contrary.
- (g) A mention of anything after “include”, “includes” or “including” does not limit what else might be included.
- (h) A reference to a “person” includes a corporation, incorporated association, trust, partnership, unincorporated association or other entity, whether or not it comprises a separate legal entity.
- (i) Nothing in these Appeals Tribunal Rules shall prevent the hearing of two or more matters jointly where the President forms the view that it is necessary or desirable to do so in the interests of fairness and the due dispatch of the Appeals Tribunal’s functions

## **2 Jurisdiction**

- (a) Subject to the strict compliance with the requirements of this rule 2, the Appeals Tribunal the following jurisdiction and powers:
  - (1) To hear and determine appeals against decisions of the Disciplinary Tribunal.
  - (2) To hear and determine appeals against a decision or determination made pursuant to any rule, regulation, by-law or policy of Water Polo Australia where the relevant rules, regulations, by-laws and / or policies contain terms which provide that appeals against those decisions or determinations can be made to the Appeals Tribunal.
  - (3) To hear and determine water polo-related disputes which are referred to the Appeals Tribunal by agreement between the parties to the dispute.
- (b) The sole function of the Appeals Tribunal is to hear and determine such matters that are referred to in rule 2(a).
- (c) The Board shall have the absolute discretion to change and / or amend these Appeal Tribunal Rules for the purposes of ensuring the fair, impartial and efficient conduct of the business of the Appeals Tribunal.
- (d) A Party wishing to appeal against a decision of the Disciplinary Tribunal, in accordance with the Appeals Tribunal’s jurisdiction provided for in rule 2(a)(1), may appeal against the decision of the Disciplinary Tribunal by filing a Notice of Appeal with the Secretary before 5.00pm on the day which is seven (7) days after the Disciplinary Tribunal publishes its decision. Appeals to the Appeals

Tribunal arising from decisions of the Disciplinary Tribunal are only able to be made on one or more of the following grounds:

- (1) With respect to the issue of guilt:
    - (i) That there was an error of law or a denial of natural justice; or
    - (ii) That the decision was unreasonable or insupportable having regard to the evidence presented to the Disciplinary Tribunal in the hearing; or
  - (2) With respect to the issue of penalty or sanction: that the penalty imposed by the Disciplinary Tribunal was manifestly excessive.
- (e) Any person or entity who wishes to appeal to the Appeals Tribunal against, or in respect of, a decision of the Disciplinary Tribunal must first obtain leave to do so from the President.
  - (f) The President shall not grant leave for a Party to appeal against, or in respect of, a decision of the Disciplinary Tribunal unless he first forms the view in his absolute discretion, based upon the grounds stated in a Notice of Appeal, that the Party has good prospects of success at the hearing of that appeal.
  - (g) The WPA Counsel has a right to be heard by the President on any application for leave to appeal made by a Party pursuant to rule 2(a)(1) before the President grants a Party leave to appeal. Further to any other provisions of these Appeals Tribunal Rules, the Secretary shall notify the WPA Counsel in the event that a Notice of Appeal is received in accordance with rule 2(d).
  - (h) Unless otherwise ordered by the President, neither an application for leave to appeal nor an appeal by a Party to the Appeals Tribunal shall operate as a stay of the decision of the Disciplinary Tribunal which is the subject of the appeal or the application for leave to appeal.
  - (i) For the avoidance of doubt, leave of the President is not required in relation to matters in the Appeals Tribunal under rules 2(a)(2) or 2(a)(3).
  - (j) A Party wishing to appeal against a decision or determination in accordance with rule 2(a)(2) may appeal against the decision or determination by filing a Notice of Appeal with the Secretary before 5.00pm on the day which is seven (7) days after the notification of the relevant decision or determination. Appeals to the Appeals Tribunal in accordance with rule 2(a)(2) may only be made on one or more of the grounds specified in the relevant rules, regulations, by-laws or policies of Water Polo Australia under which the original decision was made.
  - (k) Parties wishing to refer a dispute to the Appeals Tribunal in accordance with rule 2(a)(3) may do so by written notification to the Secretary.
  - (l) Further, in the application of these Appeals Rules in respect of any particular matter, the President shall have the absolute discretion to make orders and issue directions as to the conduct of proceedings (including making orders and issuing directions which vary timeframes and other procedural matters provided for in these Appeals Rules) for the purpose of ensuring fair, impartial and efficient conduct of the business of the Appeals Tribunal.

### **3 Relationship with Other Rules**

No provision of these Appeal Tribunal Rules is intended to affect the operation of any of Water Polo Australia's rules, regulations, by-laws or policies, where that document provides for tribunal or appeals process that do not involve the Appeals Tribunal, including without limitation the Water Polo Australia Anti-Doping Policy.

### **4 The Secretary**

The Board shall appoint the Secretary, whose role it shall be to perform all procedural and administrative tasks so as to ensure the fair, impartial and efficient conduct of the business of the Appeals Tribunal.

### **5 Composition of the Appeals Tribunal**

- (a) The Appeals Tribunal shall be constituted by a President and two (2) other Appeals Tribunal Members, appointed in accordance with these Appeal Tribunal Rules.
- (b) The Board shall appoint the President. The President shall be a legal practitioner who holds a current practising certificate issued by the Law Society or Bar Association of an Australian State or Territory.
- (c) The Board shall appoint two (2) Appeals Tribunal Members.
- (d) No person may be appointed by the Board as the President or an Appeals Tribunal Member if that person is also, or has within the last 12 months been, a member of the Disciplinary Tribunal Panel Pool.
- (e) In every matter before the Appeals Tribunal, it is the task of the Appeals Tribunal, comprising the Appeals Tribunal Members (including the President) to decide every question of fact.
- (f) Rule 17 sets out the procedure to be followed by the Appeals Tribunal in deliberating and reaching a verdict in all matters before the Appeals Tribunal

### **6 Parties to an Appeal**

For the purposes of this Appeal Tribunal Rules:

- (a) The Appellant is a Party who commences an Appeal to the Appeals Tribunal.
- (b) The First Respondent to an Appeal shall be Water Polo Australia represented in the Appeal by the WPA Counsel in the case of an appeal under rule 2(a)(1), and the WPA Counsel or another person who meets the requirements set out in rule 13(a) in the case of an appeal under rules 2(a)(2) or 2(a)(3).
- (c) Further to rule 6(b), where in the opinion of the President, in his absolute discretion, another person:
  - (1) Has a direct interest that is or might be affected by the determination; and
  - (2) Ought be heard on the hearing of the Appeal;

the President may, on application by that person or in any event by his own determination, grant leave for that person to be added as a Respondent to the Appeal. If that person is added as a Respondent to the Appeal then he shall be vested with all of the rights and imposed with all of the obligations of a Respondent.

## **7 Time Limit**

- (a) A person wishing to appeal pursuant to rule 2(a)(1) against a decision of the Disciplinary Tribunal must seek leave to appeal in accordance with rule 2 by the deadline specified in rule 2(d).
- (b) A person wishing to appeal pursuant to rule 2(a)(2) must do so strictly within any time limits contained in rule 2(d) and the relevant rules, regulations, by-laws or policies.
- (c) An Appeal shall not be regarded as having been commenced within the time limit set out in rule 2 unless a properly completed Notice of Appeal is served on the Secretary before the expiry of that relevant deadline

## **8 Leave to Appeal**

- (a) The Appellant must, in relation to an appeal in accordance with rule 2(a)(1), seek and obtain the leave of the President in accordance with rule 2(e) before the Appeals Tribunal hears an Appeal and before any of the pre-hearing procedures set out pursuant to this Appeal Tribunal Rules.
- (b) For the avoidance of doubt, the Appeals Tribunal has no jurisdiction to hear an Appeal or make any ruling in respect of an Appeal under rule 2(a)(1) unless leave to appeal has first been granted by the President in accordance with rule 2(e).

## **9 Amendment and Withdrawal of Notice of Appeal**

- (a) A Notice of Appeal may not be amended by the Appellant after it is submitted in accordance with the Appeals Tribunal Rules.
- (b) At any time prior to the hearing of an Appeal, the Appellant may withdraw the Notice of Appeal by lodging with the Secretary a Notice of Withdrawal of Appeal, whereby the Appeal shall be finally concluded.

## **10 Pre- Hearing Procedures and Parties' Material**

- (a) In the event that the President grants a Party leave to appeal a decision of the Disciplinary Tribunal, the President shall forthwith notify the Secretary that leave has been so granted.
- (b) After receiving notification in accordance with rule 10(a), or where the Secretary receives either a Notice of Appeal lodged pursuant to rule 2(j) the Secretary shall forthwith:
  - (1) Provide a copy of the Notice of Appeal to the Respondent(s);

- (2) Call upon the Appellant to provide, within twenty-four (24) hours, the Appellant's Material; and
  - (3) Provide to the WPA Counsel and the Member, or other person, the Secretary's contact details, including the Secretary's telephone number, facsimile number and email address for service.
- (c) Unless the President grants leave to the Appellant (such leave to be granted on such terms as the President in his absolute discretion thinks fit in the circumstances), the Appellant shall not be permitted to rely, at the hearing of an Appeal, on any:
  - (1) Documentary or other evidence (apart from oral evidence of a witness whose evidence is outlined in writing in the Appellant's Material); or
  - (2) Contention or argument;that is not contained in the Appellant's Material.
- (d) After receiving the Applicant's Material in accordance with rule 10(b)(2) the Secretary shall:
  - (1) Provide a copy of the Notice of Appeal and the Appellant's Material to the Respondent(s); and
  - (2) Call upon the Respondent(s) to provide, within seven (7) days, the Respondent's Material.
- (e) Unless the President grants leave to a Respondent (such leave to be granted on such terms as the President in his absolute discretion thinks fit in the circumstances), a Respondent shall not be permitted to rely, at the hearing of an Appeal, on any:
  - (1) Documentary or other evidence (apart from oral evidence of a witness whose evidence is outlined in writing in that Respondent's Material); or
  - (2) Contention or argument;that is not contained in the Respondent's Material.

## **11 Challenge to Jurisdiction**

Where in any proceedings before the Appeals Tribunal a Party intends to challenge:

- (a) The jurisdiction of the Appeals Tribunal;
- (b) The composition of the Appeals Tribunal; and / or
- (c) Any other matter which might reasonably take the Tribunal by surprise;

That Party, or his representative, shall provide a written Notice of Challenge, including the particulars of the challenge and the grounds on which it is made, and forward that document to the Secretary no later than 9.00am on the day of hearing. Upon receipt of such a notice the Secretary shall forthwith forward a copy of it to the WPA Counsel.

The Appeals Tribunal shall in accordance with rule 17(a) consider and make a determination on any such Notice of Challenge at the commencement of any proceedings before the Appeals Tribunal and before the Appeals Tribunal commences hearing the case.

In the event of a successful challenge of an Appeals Tribunal Member, a replacement shall be appointed by the Secretary or (in the case of no available replacements) by the Board.

## **12 Setting Down for Hearing**

- (a) An Appeal shall be set down for hearing within seven (7) days after the deadline for filing of the Respondent's Material unless the President otherwise directs in the circumstances, whether by reason of urgency, fairness or otherwise.
- (b) Hearings shall occur in Sydney unless otherwise ordered by the President.
- (c) On receipt of the Respondent's Material the Secretary shall:
  - (1) Notify the President;
  - (2) Notify the Appeals Tribunal Members;
  - (3) Forward to the Appellant and the Respondent(s) a Notice of Appeal Hearing;
  - (4) Collate, index and paginate the Appeal Folder consisting of the:
    - (A) Notice of Appeal;
    - (B) Appellant's Material; and
    - (C) Respondent(s)'s Material;
  - (5) Provide a copy of the Appeal Folder (where relevant, having regards to the particular Appeal) to the President, the Appeals Tribunal Members, the WPA Counsel, the Appellant and the Respondent(s); and
  - (6) Take whatever other steps which are necessary to convene the hearing of the Appeal before the Appeals Tribunal.

## **13 Representation of Parties**

- (a) Subject to the leave of the President having first been obtained, a Party appearing before the Appeals Tribunal may be represented by a barrister, solicitor, agent or other representative on such terms, if any, as the President in his absolute discretion thinks fit.
- (b) A Party served with a Notice of Appeal Hearing shall attend the Appeals Tribunal hearing at the time and place specified.
- (c) If a Party is unable to attend a hearing in person, he must inform the Secretary of this fact no later than 48 hours prior to the scheduled commencement time of the hearing. If the Party so advises of its / his inability to attend the hearing in person, in accordance with this rule 13(c), the Secretary shall make appropriate

arrangements so that the Party is able to participate in the hearing by alternate means, such as video conference or teleconference.

- (d) If a Party issued with a Notice of Appeal Hearing fails to attend the hearing at the time specified in the Notice of Appeal Hearing, the Appeals Tribunal may proceed to hear and determine the Appeal in the absence of that Party.
- (e) In any case where the Appellant and the Respondent(s) agree in writing the Appeals Tribunal may determine the Appeal on the contents of the Appeal Folder and without an oral hearing

#### **14 Hearing is a Review and Adjournments**

- (a) The Appeals Tribunal shall hear and determine Appeals lodged under rules 2(a)(1) and 2(a)(2) by way of a hearing de novo.
- (b) Subject to any order of the President, an Appeal hearing cannot be adjourned to a later date or time.
- (c) The President shall, in accordance with these Appeals Tribunal Rules and otherwise in accordance with the principles of natural justice, determine the procedure for hearing a matter commenced in accordance with rule 2(a)(3).

#### **15 Role of President**

- (a) In every case, it shall be the President's task to decide every question of law, evidence and / or procedure.
- (b) The President shall in his absolute discretion give such instructions or directions, as he thinks fit, to the Appeals Tribunal as to matters of law, evidence and / or procedure.
- (c) The President may give whatever directions and make all such orders as he in his absolute discretion deems fit for the conduct, expedition and resolution of matters heard by the Appeals Tribunal.

#### **16 Rules of Evidence and Witnesses**

Proceedings before the Appeals Tribunal shall be conducted in accordance with the orders and determinations of the President, subject to the following requirements set out below in rules 16 and 17:

- (a) Proceedings before the Appeals Tribunal are not bound by the rules of evidence usually applicable to proceedings before courts of law.
- (b) Further to the provisions of rules 10(c) and 10(e), the President shall be entitled to disallow the appearance of any witness or the tender of any evidence on the grounds of irrelevance or on other valid grounds.
- (c) Evidence of a person's disciplinary history (if any) shall not be admissible as evidence on the issue of guilt.
- (d) Subject to any ruling by the President, a Party may present the evidence of a witness by that witness giving evidence:

- (1) In person at the hearing;
  - (2) Via teleconference;
  - (3) Via video conference; or
  - (4) In the form of a written statement verified by statutory declaration, provided that if evidence is given in this form it will not be admitted into evidence if another Party reasonably objects, and where that objecting Party does not have the opportunity to cross-examine that witness on material facts relevant to the proceedings.
- (e) Any documents or things admitted into evidence shall be consecutively marked as exhibits, which exhibits at the conclusion of the hearing shall be retained for safe keeping.

## **17 Hearing Procedure**

Subject to any ruling or order to the contrary made by the President, the procedure of a hearing before the Appeals Tribunal shall proceed as follows:

### ***Notice of Challenge***

- (a) If the Appellant has served a Notice of Challenge in accordance with rule 11 the President shall invite submissions from the Appellant and then the Respondent(s) in respect of the substance of the Notice of Challenge. If either Party requires to adduce evidence in support of an argument in respect of a Notice of Challenge it shall be adduced at the same time.
- (b) The President alone shall make such orders as is necessary to determine the Notice of Challenge.

### ***The Appellant's Case***

- (c) The Appellant's case shall be presented as follows:
  - (1) Tendering any documentary evidence;
  - (2) Tendering any expert reports;
  - (3) Calling each witness whereupon that witness:
    - (A) Shall be examined in chief by the Appellant or his representative;
    - (B) May be cross-examined by the Respondent(s);
    - (C) May be questioned by the President and, with leave, by any Appeals Tribunal Member
    - (D) May, with leave granted by the President, be re-examined by the Appellant or his representative.
  - (4) Thereafter the Appellant or his representative shall close his case.

### ***The Respondent(s)'s Case***

- (d) The Respondent(s) case shall be presented in the following sequence:
  - (1) Tendering any documentary evidence;
  - (2) Tendering any expert reports;
  - (3) Calling each witness whereupon that witness:
    - (A) Shall be examined in chief by the Appellant or his representative;
    - (B) May be cross-examined by the Respondent(s);
    - (C) May be questioned by the President and, with leave, by any Appeals Tribunal Member
    - (D) May, with leave granted by the President, be re-examined by the Appellant or his representative.
  - (4) Thereafter the Appellant or his representative shall close his case.

### ***Addresses***

- (e) At the conclusion of the Respondent(s)'s case the Appellant may make a closing address to the Appeals Tribunal, followed by an address by each Respondent.

### ***Directions and Deliberations***

- (f) At the conclusion of the closing addresses the Appeals Tribunal may, but need not, adjourn to consider its decision.

### ***Decisions***

- (g) A decision of the Appeals Tribunal must at least be a decision of the majority of the three (3) members being the President and the two (2) Appeals Tribunal Members.
- (h) Reasons for a decision of the Appeals Tribunal may, but need not be given.
- (i) A decision of the Appeals Tribunal may be given orally by the President or in writing by the Appeals Tribunal.

### ***Powers of the Appeals Tribunal***

- (j) On the hearing of an Appeal the Appeals Tribunal may:
  - (1) If the Appeal is in respect of a decision made by the Disciplinary Tribunal as to guilt:
    - (A) Uphold that decision;
    - (B) Vary that decision; or

- (C) Quash that decision.
- (2) If the Appeal is in respect of a decision made by the Disciplinary Tribunal as to penalty:
  - (A) Increase the penalty;
  - (B) Decrease the penalty;
  - (C) Vary the penalty; or
  - (D) Affirm the penalty.
- (4) If the Appeal is in respect of a decision or determination referred to in rules 2(a)(2) or 2(a)(3):
  - (A) Make any orders, directions, rulings or determinations set out in the relevant rules, regulations, by-laws or policies; and / or
  - (B) Make further or other orders, directions, rulings and determinations which are necessary to resolve the matter Appeal.

***Decision Binding***

- (k) Subject to rule 18 below, all decisions of the Appeals Tribunal shall be final and conclusive, are binding on, and shall be given effect to by the parties to the Appeal.

**18 Right of Appeal to Court of Arbitration for Sport**

Any decision made by the Appeals Tribunal may be submitted exclusively by way of appeal to the Court of Arbitration for Sport in Lausanne, Switzerland, which will resolve the dispute definitively in accordance with the Code of Sports-Related Arbitration. The time limit for the submission of the appeal to CAS is twenty-one (21) days after the reception of the decision concerning the appeal.

**19 Costs**

Unless otherwise ordered, each Party in any Appeal before the Appeals Tribunal shall be responsible for his own legal costs and the costs of witnesses, experts and interpreters relied on by that Party.

**Schedule 1**

**Notice of Appeal**

**NOTICE OF APPEAL**

The Secretary of the Appeals Tribunal  
Water Polo Australia Limited  
**[INSERT ADDRESS, FACSIMILE AND EMAIL ADDRESS]**

**TAKE NOTICE** that I, **[INSERT NAME OF APPELLANT]** (“**Appellant**”), hereby appeal from (seek a review of) the whole / part of the decision **[INSERT PARTICULARS]** on **[INSERT DATE]** on the following grounds:

1. **[INSERT]**.
2. **[INSERT]**.
3. **[INSERT]** et cetera.

**Appellant:**  
**(Signature)**

**Date:**

Schedule 2

Notice of Withdrawal of Appeal

	<p><b>NOTICE OF WITHDRAWAL OF APPEAL</b></p>
<p>The Secretary of the Appeals Tribunal Water Polo Australia Limited <b>[INSERT ADDRESS, FACSIMILE AND EMAIL ADDRESS]</b></p>	
<p>I, <b>[INSERT NAME OF APPELLANT]</b> hereby withdraw my Notice of Appeal dated <b>[INSERT DATE]</b>.</p>          <p><b>Appellant: (Signature)</b></p>  <p><b>Date:</b></p>	

Schedule 3

Notice of Challenge

**NOTICE OF CHALLENGE**

The Secretary of the Appeals Tribunal  
Water Polo Australia Limited  
[insert address, facsimile and email address]

I, **[NAME OF APPELLANT]** of having received a Notice of Appeal Hearing dated **[INSERT DATE]** hereby give you notice that at the hearing of this Appeal I intend to challenge **[INSERT SUFFICIENT PARTICULARS OF THE CHALLENGE SO AS TO ENSURE THAT THE PRESIDENT AND WPA COUNSEL IS AWARE OF THE NATURE OF THE CHALLENGE TO THE JURISDICTION OR THE COMPOSITION OF THE APPEALS TRIBUNAL OR OTHERWISE].**

**Signature:**

**Date:**

**Schedule 4**

**Notice of Appeal Hearing**

<b>NOTICE OF APPEAL HEARING</b>	
To:	
Of:	
TAKE NOTICE that the Appeal detailed in the Notice of Appeal dated <b>[INSERT DATE]</b> has been set down for hearing and determination by the Appeals Tribunal at the following place and time:	
<b>PLACE:</b>	
<b>DATE:</b>	
<b>TIME:</b>	
<b>Signature: (Secretary)</b>	<b>Date:</b>