

## IPC Board of Appeal of Classification (BAC) – Notice of Appeal Form

*(last revised: June 2016)*

**Appeal is lodged by:**

Family Name	Given Name	Position
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Who is a properly authorised representative of the following National Paralympic Committee or National Federation, whichever is the member organisation of the IF (see BAC Bylaws art 3.4).

Federation Name:

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Signature

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Date of submission

**Identification of the Athlete whose evaluation and/or classification is subject of the Appeal:**

Family Name	Given Name	Nation
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Sport	Sport Class	Sport Class Status
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**Identification of the evaluation and/or classification that is subject of the Appeal:**

Date and Location	Name of Event	Names of Classifiers
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**Brief description of the decision being appealed (attach a copy if possible):**

**Specific procedural ground for the Appeal**

**Note.** The initial review leading to a decision on whether or not the BAC will accept the appeal for further consideration will be based solely on the information that is provided in this form. This information must be brief and restricted only to an outline of the alleged procedural error, with a clear reference to the article in the rulebook that allegedly was breached (i.e., general comments such as references made to natural justice will not be considered evidence of a procedural error)

Subject to the BAC accepting to hear the case, the Appellant (and Respondent) will have a subsequent opportunity to submit a more detailed hearing memorandum and any supporting evidence documentation.

Please identify the specific article(s) in the rulebook that you allege has (have) been breached.



As briefly as possible, specify the exact grounds for the Appeal by outlining your allegation(s) about the error(s) in procedure that occurred. Answers shall not exceed five (5) pages.

**Identify evidence and support material:**

List all documents, expert and non-expert witnesses, and other evidence that Appellant relies on to submit this Appeal. (**Note.** Please do not submit these materials with this form, but only list them here.)



### Alternative remedies exhausted:

Indicate what remedies have been used to resolve the case (confirm that no other remedy exists other than this Appeal).

### Checklist

- A Notice of Appeal must be submitted within 15 calendar days of the decision from which the Appeal arises.
- Appeals must be accompanied by a fee of €300.00 each. Evidence of payment of the Appeal fee must be included with the Notice of Appeal.
- Identify the decision being appealed by attaching a copy of the decision (if written) or briefly summarising it.
- As briefly as possible, specify the exact grounds for the Appeal by outlining your allegation(s) about the error(s) in procedure that occurred. Answers shall not exceed five (5) pages.
- Identify and indicate that all remedies have been used to resolve the case prior to submission of this Appeal.
- List all documents, facts, expert witnesses and other evidence that Appellant relies on to submit this Appeal. (**Note.** Please do not submit these materials with this form, but only list them here.)

In accordance with the BAC regulations, all Notices of Appeal should be submitted to the IPC to the attention of the Board of Appeal of Classification (BAC) Chairperson (or such person or persons nominated from time to time by the IPC) by e-mail, fax or ordinary mail.

In practice, this may be done by submitting the Appeal Form by e-mail to the IPC Legal and Ethics Committee Assistant, who shall confirm receipt of the Notice of Appeal and shall follow up with the BAC Chairperson: [leen.coudenys@paralympic.org](mailto:leen.coudenys@paralympic.org).



### IPC bank account details

<b>Account name</b>	IPC
<b>Account holder's address</b>	Adenauerallee 212-214 53113 Bonn Germany
<b>Bank</b>	Deutsche Bank AG
<b>Bank address</b>	Kaiserplatz 7-9 53113 Bonn Germany
<b>Branch No</b>	414
<b>SWIFT</b>	DEUTDEDK380
<b>IBAN</b>	DE75380700590029012200

In the past, we often experienced some problems when trying to identify where certain payments originated from. **It is therefore very important to clearly identify the purpose of the transfer on the bank accounts.**

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