



## EMPLOYMENT TRIBUNALS

### CLAIM REJECTION - YOUR QUESTIONS ANSWERED

*Q. Why has my claim been rejected?*

A. There are five reasons why your claim may have been rejected, namely:

- it was not on a prescribed form
- not all the minimum information has been provided
- the rejected claim is not a claim the Tribunal can deal with
- the claim is in a form that cannot sensibly be responded to
- the claim is an abuse of the Tribunal's process

The letter returning the claim form to you will explain why it has been rejected.

*Q. My claim, or part of it, has been rejected because I did not provide all the minimum information. I want to continue with my claim. What can I do about this?*

A. Provide the minimum information, on the claim form which has been returned to you, quoting the Pre-Acceptance number in the rejection letter. The letter rejecting the claim form tells you what the minimum information is.

If you believe you did provide all the minimum information, see below about reconsiderations and appeals.

*Q. My claim or part of it has been rejected because it is not something the Tribunal can deal with. How can I get my claim heard?*

A. You may have a remedy in another court such as the small claims court but the Tribunal staff cannot advise you about bringing your claim in another court. You should consider getting legal advice or consulting a CAB or Law Centre etc.

If you think the Tribunal does have power to deal with your claim, see below about reconsiderations and appeals.

*Q. My claim has been rejected because it is in a form which cannot sensibly be responded to. What does this mean and what can I do about it?*

A. The letter telling you that your claim has been rejected includes a brief summary of the Judge's reasons for believing that it is in a form which cannot sensibly be responded to. Depending on what those reasons are you may be able to submit a fresh claim form which does not cause the same problem. For example, if the Judge says that what you have written in the claim form is illegible, send in a fresh claim form making sure this time that it can be read. Completing a claim form online at <http://www.justice.gov.uk/tribunals/employment/claims> will avoid any problems caused by poor handwriting. If the Judge says that what you have written in the claim form cannot be understood then before submitting a fresh claim form it would be advisable to obtain some advice e.g from the Citizens Advice Bureau, a Law Centre, your trade union or a solicitor.