

Easy Read Form



Application form

What is the CCRC?

The CCRC looks into cases where someone thinks they were wrongly convicted or their sentence was wrong.

If we think there is something wrong with a conviction or a sentence we can send the case back to the appeal court where it will be heard as an appeal.



You need to have appealed before applying to the CCRC.



There must be something **NEW AND IMPORTANT** in your case for the CCRC to be able to help.



The CCRC's job is to look at your case independently. This means we do **NOT** act as your lawyer. It also means we are independent of the police, the prosecution and the courts.

Fill out this form so we can look at your case if you think there is something wrong with your conviction or sentence but only if you have lost an appeal.

If you have not appealed there are different forms you need to fill in to start a first appeal direct to the courts.



It **costs nothing** to make an application to the CCRC



A solicitor can help but you **do not** have to have one



Your sentence **cannot** be increased if you apply



**When you have filled in this form,
please send it to us at:**

Criminal Cases Review Commission
5 St Philip's Place
Birmingham
B3 2PW

**Do not worry if you do not know the
answers to some of the questions.
Please contact us if there is anything
that you do not understand.**



CCRC phone number: 0121 233 1473



CCRC Email address: info@ccrc.gov.uk

In this form we will ask you for information about you and your case.

Application Form

What we need to know about you



What is your first name?.....

What is your last name?.....

What is your date of birth?.....

Please tick to show which title you would prefer



Mr

Ms

Miss

Mrs

Other

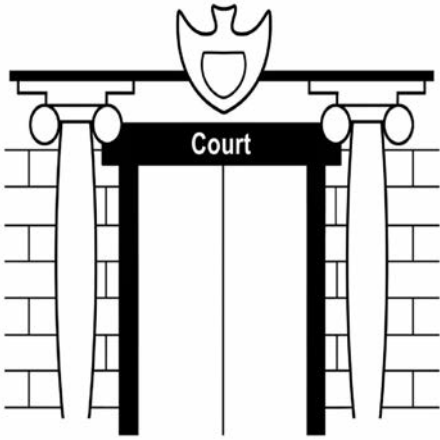


Your appeal history

Have you asked the court for an appeal?

Yes.....

No.....



Was your appeal heard at a court?

Yes.....

No.....



If yes, please put a tick in the box which shows the type of court where your appeal was heard.

Court of Appeal

Crown Court

County Court

Court Martial /
Appeal Court

Write your appeal number here if you know it.

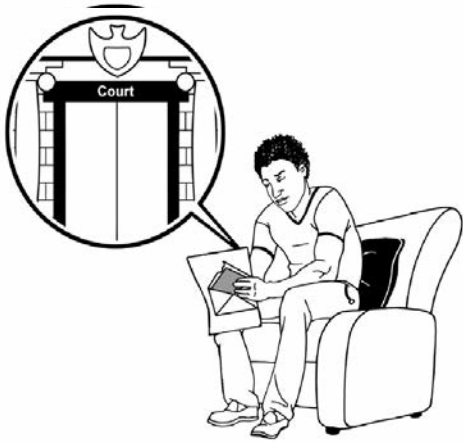
.....

An appeal number can be found on letters and transcripts from the Court of Appeal. It will look something like this **20109876**

Please tick to show if you got permission to appeal against

Your conviction

Your sentence



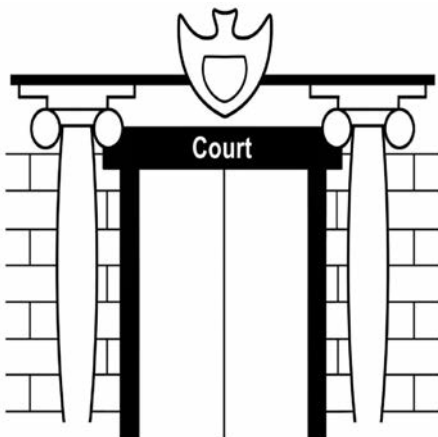
What we need to know about the case you want us to review

What was the name of the court where you were convicted?

.....

If you were convicted at a Crown Court which Magistrates' Court sent you there?

.....



Please put a tick in the box which shows the type of court where you were convicted



Crown Court

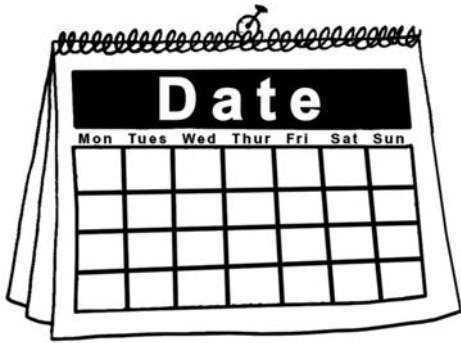
Magistrates' Court

Court Martial /
Service Civilian Court

What is your Crown Court number or case number?

.....

A Crown Court number can be found on letters and transcripts. It will look something like this **T20081234**



What date were you convicted?

.....

What date were you sentenced?

.....



Were you convicted with other people?

Yes.....

No.....



If yes, what were their names?

.....

.....



Which police force dealt with your case?

.....



Details of any convictions and sentences you want us to look at

At court did you say you were guilty or not guilty?

.....



What crimes were you found guilty of?

For example: Theft



Would you like us to look at your conviction?

Yes.....

No.....



What sentence were you given at court?

.....



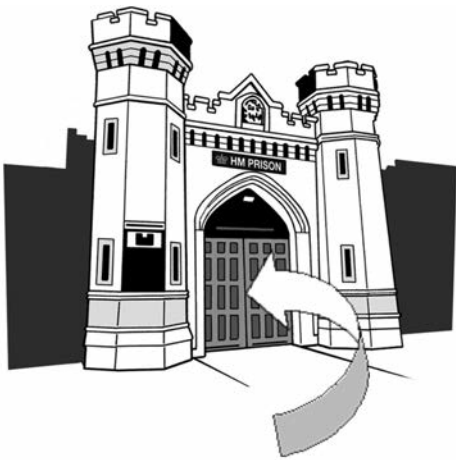
If you were sent to prison how long was your sentence?

For example: 18 months _____

Would you like us to look at your sentence?

Yes.....

No.....



Are you in prison?

Yes.....



No.....

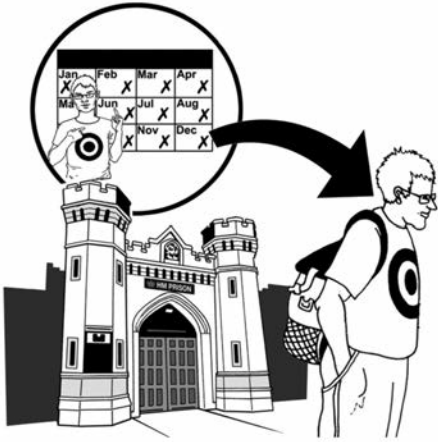


If yes, what is your prison number?

.....

What is the name of the prison you are in?

.....



Do you know your release date?

Yes.....



No.....



If yes when are you due to be released?

.....



If you are not in prison what is your address?

.....

.....

.....



What is your telephone number?

.....



What is your e-mail address?

.....



Have you applied to us before?

Yes.....

No.....



Are there any reasons you need special support with your application?

.....

.....

.....



Do you have trouble reading or writing?

Yes.....

No.....



Can you tell us about your case in English?

Yes.....

No.....



If no, what language?

.....



Information about your solicitor or anyone else who is helping you.

We can only talk about your case with you or someone you choose to help you with your application to us.

Do you have a solicitor to help you with this application?

Yes.....



No.....



If yes, what is the name of the solicitor's firm?

.....

Address

.....

.....



If you do not have a solicitor you can give us the name of a relative, friend or supporter who will help you.

What is the name of the person who is helping you?

.....

What is the address of the person who is helping you?

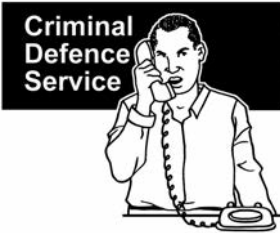
.....

.....

What is their telephone number?

Is the person who is helping you a

solicitor relative friend supporter



Please tell us about any other solicitors who may have papers about your case.

Solicitor's name

.....



Address

.....

.....



Solicitor's phone number

.....

Your signature

I want the Criminal Cases Review Commission to look at my case.

I understand that the information I have given in this form will be used to help the Commission look at my case.



Signature

.....



Date

.....

Monitoring Form – Part 1



We use this part of the form to make sure that we are treating everyone equally and fairly.

You do not have to fill in this part of the form if you do not want to.

The people who will review your application will not see this part of the form.

What is your date of birth?

.....



Please use ticks in this part of the form



Are you male or female?

Male



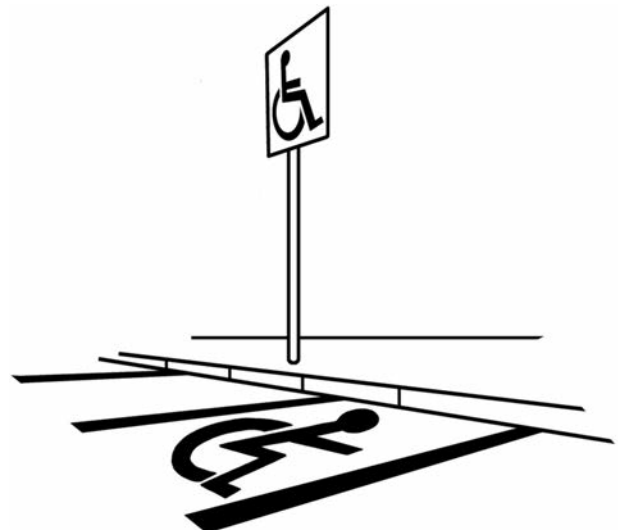
Female



Do you have a disability?

Yes

No



Monitoring Form – Part 2

Ethnic Background



Are you Asian or Asian British?

Indian

Pakistani

Bangladeshi

Chinese

Other

Are you White?

British

Irish

Gypsy / Traveller

Other

Are you Black African, Black Caribbean or Black British?

Caribbean

African

Other

Are you Mixed?

White and Black Caribbean

White and Black African

White and Asian

Other

Other ethnic group

Arab

Other

Are you a Foreign National?

Yes

No