The CCRC can look into cases where someone who has lost their appeal still thinks they were wrongly convicted or given the wrong sentence.

If you have already lost your appeal and still think there is something wrong with your conviction or sentence you can apply to the CCRC.

If we find something wrong with a conviction or a sentence we can send the case back to the appeal court.

If you have not appealed to the court there are different forms you need to fill in to start a first appeal. If you can’t find these forms contact the CCRC.

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.

It **costs nothing** to make an application to the CCRC.
Remember that you should already have lost a normal appeal at court before you ask the CCRC to look at your case.

Most people who win their appeals apply straight to the appeal court first.

Appealing direct through the courts is usually much quicker than applying to the CCRC.

If you want to appeal to the right appeal court you will need to fill in the correct form. If you cannot find the forms you need to appeal straight to court, use the details of page 14 to contact us and we can send you what you need.

If you have already lost your appeal but still think you have been wrongly convicted or sentenced, you should fill in this CCRC form and send it to us.

In this CCRC application form we ask for information about you to help us look at your case. We may also decide to use what you tell us in this form to help us get hold of other information about your case.

Please try to fill in as much of the form as you can, but do not worry if you cannot answer some of the questions.

Please contact us if there is anything that you do not understand.
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 [ ]

If you have not appealed directly to the court there are different forms you need to fill in to start a first appeal. We can send you these forms.
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 sentence ☐   Your conviction ☐

If you cannot appeal directly to the court (for example you pleaded guilty in the magistrates’ court) tell us about it here.
You can use more paper if you need to.

_________________________________________________________
_________________________________________________________
_________________________________________________________
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?
__________________________________________

__________________________________________
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?


Application form
Criminal Cases Review Commission
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 help 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?

__________________________________________________________
Tell us here what you think went wrong in your case

For us to send your case back to the appeal court we usually have to show them something new and important which will make them think in a different way about your case. It normally needs to be something that has not already been heard by a court.

We won’t be able to help you if you just repeat the same points that were made at your trial or appeal.

Tell us what you think went wrong with your case and what is new.

Include everything you think we need to know to look at your case.

You can keep going on separate pieces of paper if you need to.
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 ______________________________
_____________________________________

Email ________________________________

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?
_____________________________________
_____________________________________

Email ________________________________

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

Solicitor’s email

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

Please remember to include with this form any papers or other material that you think the CCRC needs to look at for your case.
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

CCRC phone number: 0121 233 1473
CCRC Email address: info@ccrc.gov.uk

It would help us to reach other people who might need the CCRC if we knew how you found out about us.

How did you find out about the CCRC? (please tick) √

- Prison sources (e.g. posters or prison officers)
- Other prisoners
- Inside Time Newspaper
- Friends or family
- Solicitor or Barrister
- Press, TV or Radio
- Internet
- MP
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
<table>
<thead>
<tr>
<th>Ethnic Background</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you Asian or Asian British?</td>
<td></td>
</tr>
<tr>
<td>Indian</td>
<td>☐</td>
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<tr>
<td>Pakistani</td>
<td>☐</td>
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<td>Bangladeshi</td>
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<tr>
<td>Chinese</td>
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<tr>
<td>Other</td>
<td></td>
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<tr>
<td>Are you White?</td>
<td></td>
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<tr>
<td>British</td>
<td>☐</td>
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<tr>
<td>Irish</td>
<td>☐</td>
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<tr>
<td>Gypsy / Traveller</td>
<td>☐</td>
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<tr>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>Are you Black African, Black Caribbean or Black British?</td>
<td></td>
</tr>
<tr>
<td>Caribbean</td>
<td>☐</td>
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<tr>
<td>African</td>
<td>☐</td>
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<tr>
<td>Other</td>
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</tr>
<tr>
<td>Are you Mixed?</td>
<td></td>
</tr>
<tr>
<td>White and Black Caribbean</td>
<td>☐</td>
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<tr>
<td>White and Black African</td>
<td>☐</td>
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<tr>
<td>White and Asian</td>
<td>☐</td>
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<tr>
<td>Other</td>
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<tr>
<td>Other ethnic group</td>
<td></td>
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<tr>
<td>Arab</td>
<td>☐</td>
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<tr>
<td>Other</td>
<td></td>
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<tr>
<td>Are you a Foreign National?</td>
<td></td>
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<tr>
<td>Yes</td>
<td>☐</td>
</tr>
<tr>
<td>No</td>
<td>☐</td>
</tr>
</tbody>
</table>