



Submission of a decision for review under section 13 or 17 of the Employment Permits Act 2006 (as amended)

1. PARTS 1 and 2 **must** be completed in full by:

- (i) in the case of a review under section 13, where an Employment Permit application has been refused – the **applicant who made the employment permit application**, or
- (ii) in the case of a review under section 17, where a decision to revoke an employment permit has been made – **the holder of the employment permit, the employer or the connected person**.

2. In PART 3 you should outline the detail of your Review – i.e. grounds upon which the application for the review under section 13 or 17 is made.

3. You **must** attach the following document to this submission when submitting it to the Employment Permits Section:

- (i) The letter which issued to you from the Employment Permits Section advising you of the decision to refuse your Employment Permit application under section 12 of the Act, or
- (ii) The letter which issued to you from the Employment Permits Section advising you of the decision to revoke the Employment Permit under section 16 of the Act.

In line with the Employment Permits Act 2006 (as amended) the submission of a decision for review must be made within **28 days** from the date of the letters specified at (i) and (ii) above.

4. This form, together with the relevant document at 3. above and any other documents you wish to have considered in your Review, should be sent to the Reviewing Officer, Employment Permits Section, Department of Business, Enterprise and Innovation, Earlsfort Centre, Lower Hatch Street, Dublin 2.

PLEASE COMPLETE PART I AND II IN BLOCK CAPITALS

PART 1

Application ID or Employment Permit Number: _____

Applicant Name: _____

(This **must** be the party named at Question 1 of the Original Employment Permit application) Please see 1 above for further information.

Applicant Address: _____

PART 2

I wish to request a review of the decision to:

(Tick whichever is appropriate)

refuse my application for an employment permit under section 12 of the Employment Permits Act 2006 (as amended), or

revoke the employment permit under section 16 of the Employment Permits Act 2006 (as amended).

The reasons for my review are set out in **PART 3** of this form.

Signature of Applicant/Authorised Agent : _____ **Date:** _____

PART 3

Please set out below the grounds for your review which should address all of the grounds for refusal or revocation. All details that you wish to have considered should be included. *[If you do not have sufficient space below to set out all the details you wish to have included in the review or wish to submit in supporting documentation please attach another page, or supporting documentation, securely to this form.]*

Signed: _____ Date: _____

Note: *This form may be completed by an Authorised Legal Representative (Agent) who was nominated by all parties on the original employment permit application form. In the event that there has been a change in Agent, or an Agent has been engaged to assist in the review process, then a letter of authorisation signed by all parties to the employment permit application or employment permit will be required.*