## Appendix E Notification of Appeal Tribunal

**Notification of Appeal Tribunal Hearing**

*Insert Date*

To: *Insert Name and Address*

*By E Mail – Hand delivered*

Of: *Insert Team Name*

Dear *Insert Name,*

**ATTENDANCE AT AN APPEAL TRIBUNAL HEARING**

As a member and participant within a competition operated by an organisation affiliated with Netball NSW, *insert affiliate name*, you are subject to the Netball NSW Constitution and Member Protection Policy. A copy of all related documentation can be viewed at the Netball NSW website <insert web address> and you are encouraged to read this information and the Member Protection Policy.

You have been granted the right to be heard by an Appeal Tribunal in relation to the findings of the Hearing Tribunal (*held on insert date*) and your notice of appeal dated *insert date*. Attendance at this Appeal Tribunal hearing is required. If you are under 18, you should bring an adult representative (not being a legal practitioner) who may advise you or ask questions.

**Details of Hearing**

**Time:** *Insert Time*

**Date:** *Insert Day and Date*

**Location:** *Insert Location*

**Statement of Appeal**

The Appeal Tribunal shall alter to suit which will be heard at the hearing either conduct a complete re-hearing or may be limited to the consideration of the grounds of the appeal – this will need to be determined by the chairperson prior to this notice being issued.

**Confirmation of Attendance**

Please confirm your attendance with the Hearing Officer, *insert name and contact details*.

If an Appellant fails to attend an Appeal Tribunal hearing without reasonable cause, the hearing may proceed and a determination may be made by the Appeal Tribunal in the absence of the Appellant provided that the Appeal Tribunal is satisfied that all notification procedures under the Member Protection Policy have been carried out. You are entitled to bring a support person.

**Right of Appeal**

There are two levels of appeal following the decision of the Hearing Tribunal. Any appeal will be solely and exclusively resolved by the Appeal Tribunal at the first level appeal. The second level appeal is to Netball NSW and the decision of the Appeal Tribunal is final and binding on the parties.

We look forward to receiving your confirmed attendance at the above hearing.

Yours sincerely,

Insert name

Appeals Officer

Netball NSW Authority (*adjust to be the affiliate name*)

P: *insert phone number*

E: *insert email*