

# EMPLOYMENT LAW

# Form 1

## POA Application Form Unfair Dismissal

### Office use only

Thompsons

POA

LA/

Full name:

Home Address:

Home Telephone Number:

Mobile Number:

Home Email:

What is your date of birth?

Who was your employer?

Where did you work?

What was your job title?

Salary details:

Basic pay:

£.....per month

Additional allowances:

£.....per month

Start date with the employer you are intending to sue:

Date you were informed of your dismissal/or resigned:

Last day of service with employer:

Reasons for your dismissal or resignation:

If your dismissal is related to conduct, then please state whether you had received any previous disciplinary warnings. What warnings did you receive in respect of each please state:

1

2

3

Date of warning:

Duration of warning:

Type of Warning:

Reason for warning:

If your dismissal was related to illness, please state:

How long you had been off sick?

What was the reason?

When were you expected to return to work?

What procedure was followed when you were being dismissed?

Disciplinary investigation:

Disciplinary Hearing:

Reference to an independent medical advisor:

Why do you consider that your dismissal was unfair?

Are there any witnesses who can support your case, if so please provide the following details?

Name:

Contact Details:

Work Phone Number:

Home or Mobile Number:

Brief details of what they witnessed:

Name:

Contact Details:

Work Phone Number:

Home or Mobile Number:

Brief details of what they witnessed:

Did you appeal against your dismissal and if so, what was the outcome?

When were you informed of the result of your appeal?



Please attach any documents, notes, e-mails etc which are relevant to your dismissal or any other element of your complaint:

Documents attached? (Please tick the appropriate answer)

Yes

No

If you have resigned please give a brief explanation for your resignation:

### **Undertaking**

**I have read the guidance notes relating to my claim and the POA circular set out in the Legal Advice Handbook which outlines the Rules of the Legal Aid Scheme.**

**If the Legal Aid Committee agrees to refer my case to the Union's Solicitors, I undertake not to discuss or settle my case without reference to them. I agree to abide by such Regulations as the POA from time to time introduces in relation to the conduct of legal work on behalf of members of the POA.**

**Signed:**

**Dated:**