



VICTIM'S REQUEST FOR A REVIEW OF A NO PROSECUTION DECISION

Anyone who has been a victim of a crime can make a request for a review of a decision by the PPS not to prosecute an individual for an offence.

We offer the right to make this request to anyone who has suffered harm, including physical, mental or emotional harm or economic loss directly as a result of a criminal offence which has been reported to the police or other investigative agency.

We also provide the right to family members of a person whose death was directly caused by a criminal offence and to the parents or carer of a victim under the age of 18.

A victim may also nominate a representative to make the request on their behalf.

Detailed guidance on making a request for a review of a no prosecution decision can be found [here](#).

We ask for any request to be made in writing and submitted to the PPS at the address below **within three months** of receiving notification of the decision not to prosecute.

This form can be used to set out your request. Once completed, please send it to the address below.

BY POST: Central Management Unit Public Prosecution Service Belfast Chambers 93 Chichester Street Belfast BT1 3JR	BY EMAIL: Please send your completed form to: reviews@ppsni.gsi.gov.uk .
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PART ONE Your contact details

1. Your name: (If you are not the victim but acting on their behalf, please state this, providing your name and relationship):

2. Address:

3. Home Telephone:

4. Mobile Telephone:

3. Email Address:

4. What is your preferred method of communication:

Letter

Email

Telephone (tick boxes):

PART TWO Information about the case

5. Victim's name:

6. Date of birth:

7. PPS reference (will be found on any letter received from us)

8. Date of PPS notification of no prosecution decision

9. Name of Accused (if known):

10. Nature of case: (may include date, place, offence type e.g. assault):

Date:
Place:
Offence:

11. Reason for request:

Is there anything that you would like us to take into account when we are considering your request for a review of a no prosecution decision?

Please highlight any information or evidence that you think needs to be taken into account or outline any new information or evidence that should now be reviewed.

12. If your request is being made outside the three months:

Requests will normally only be considered if they are made within three months of the victim having been informed of the decision not to prosecute. If your request is being made outside this period, please outline the circumstances.