

(1) From (stamp of the administrative agency)

Notification of the right to appeal against an administrative decision

(The third paragraph of § 27 of the Public Administration Act)

(2) Date

(3) To (name and address)

(4) Appeal body

This notice contains important information, should you wish to appeal against a decision of which you have been informed.

Right of appeal You are entitled to appeal against the decision.

To whom do you appeal? Send your appeal to us, the agency shown in the box **(1)**. If we do not act on the appeal ourselves, we forward it to the proper appeal body, shown in box **(4)**.

Time limit for appealing The time limit is three - 3 - weeks from the day you receive this letter. It is sufficient to have mailed the appeal before the time limit expires. If you appeal so late that we may be uncertain whether you have appealed within the time limit, you should state the date when you received this letter.

If you appeal too late, we may disregard the appeal. You may apply for an extended time limit, in which case you must state your reason for seeking the extension.

Right to demand reasons If in your opinion we have not given reasons for our decision, you may demand such a reason before the time limit expires. A new time limit for appealing will then be from the date when you receive the reason.

Contents of the appeal You must specify

- which decision you are appealing against
- the reason why you are appealing
- the change or the changes you are seeking
- any other information which may be relevant to the assessment of the appeal.

The appeal must be signed.

Postponement of the implementation of a decision Although you have the right to appeal, decisions may normally be implemented at once. You may however apply to have the implementation of the decision postponed until the time limit for appeals has expired or the appeal has been decided on.

Right to see the documents and to request advice Subject to certain restrictions, you are entitled to see the documents relating to the case. The rules on this can be found in § 18 and § 19 of the Public Administration Act. If you wish to see the documents, you must contact us (see box **(1)**). We will then advise you on your right of appeal, and on the procedures and rules which apply to the handling of the case.

Costs of appeals You may apply to have your expenses for necessary legal assistance met according to the rules concerning free legal advice. Certain income and wealth limits normally apply. The County Governor or your lawyer can give you more detailed information. If the decision is changed in your favour, you may according to the Public Administration Act be entitled to recover significant expenses which were necessary to get the decision changed. The appeals body (cf. Box **(4)**) will explain your right to claim recovery of such expenses.

Appeal to the Ombudsman for public administration If you feel that you have suffered an injustice at the hands of the public administration, you can appeal to the Storting's Ombudsman for public administration. The Ombudsman can not himself change the decision, but can give an opinion on the government administration's treatment of the case and on whether any errors or omissions occurred. This does not apply, however, to cases decided by the King in Council of State. If your case is now decided on in the Council of State because the King is the appeals body, you may therefore not subsequently bring the matter before the Ombudsman.

Special information