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**Letter to the court asking for case to be transferred to first-tier tribunal**

[Court name]

[Court address]

[Court address]

[Court address]

 [*Date*]

Dear Sirs

I am a party in the the case between [*insert parties*], numbered [*insert case number*] and I write to request that the matter is transferred to the First-tier Tribunal (Property Chamber) at [*insert address of the relevant tribunal*].

The case concerns the reasonableness and/or payability of service charges and the First-tier Tribunal (Property Chamber) has jurisdiction under section 27A of the Landlord and Tenant Act 1985 to decide such matters.

I believe the said Tribunal is the appropriate forum to make a decision in this case. I look forward to hearing from you as soon as possible with confirmation that this matter can be transferred to the Tribunal.

Yours faithfully/sincerely,

[*Insert your name*]

[*Sign*]