

# Contact the Government Legal Department electronically



Due to the current national situation with coronavirus (COVID-19), the Government Legal Department (GLD) would appreciate any documentation being sent by e-mail rather than by post to avoid handling of materials.

GLD would strongly prefer electronic service of new legal proceedings in the UK that are required to be served on the Treasury Solicitor.

New Legal Proceedings in the UK which are required to be served on the Treasury solicitor can be served as follows:

## **For all new legal proceedings issued in the UK except for new immigration proceedings:**

By email at: [newproceedings@governmentlegal.gov.uk](mailto:newproceedings@governmentlegal.gov.uk) for all new legal proceedings issued in the UK except for new immigration proceedings which are dealt with below. GLD would be grateful if, where possible, all new proceedings were served electronically and hardcopy documents were not sent to our postal address.

## **For new immigration proceedings i.e.:**

- Immigration High Court judicial reviews
- Immigration habeas corpus applications
- Immigration family court proceedings
- Appeals to the Court of Appeal challenging Immigration Upper Tribunal Appeal decisions

Please email [ImmigrationAdminTeam@governmentlegal.gov.uk](mailto:ImmigrationAdminTeam@governmentlegal.gov.uk)

The reference to service of cost claims on the Home Office above is to formally served claims for costs (Notice of Commencement and Bill) against the Home Office (SSHD) pursuant to costs orders made in the above listed types of proceedings and Immigration Upper Tribunal judicial review proceedings. This does not include informal claims or negotiation of costs which should be directed to the GLD case officer. Where the GLD case officer

is known to the party serving the costs proceedings the GLD case officer should also be copied in to the email.

## **For immigration judicial reviews:**

Immigration judicial reviews issued in the Immigration Upper Tribunal should be served on the Home Office.

New claims which would normally only be posted or delivered by hand to the Home Office at 6 New Square, Bedford Lakes, TW14 8HA can now be sent by email to [UKVIJudicialReview@homeoffice.gov.uk](mailto:UKVIJudicialReview@homeoffice.gov.uk). Where other instructions regarding service have been provided on decision notices or an immigration factual summary these should continue to be followed.

Please note the email addresses above are solely for the service of new proceedings. For all proceedings (including in the Supreme Court) once a GLD case officer has been allocated the case all subsequent service, save for formal costs claims in Immigration proceedings (see above), should be effected on their, or any nominated successor's, GLD email address. Where you have served by email please do not send hard copy duplicates of any documents.

These email addresses are not to be used for any correspondence whatsoever. Any correspondence sent to these email addresses will not be read or acted upon in any way and will be deleted.

Correspondence which would normally be sent to Caxton House may, for the duration of the current emergency only, be emailed to [legal.queries@dpw.gov.uk](mailto:legal.queries@dpw.gov.uk).

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### **1. 18 March 2021**

Additional information added to include "These email addresses are not to be used for any correspondence whatsoever. Any correspondence sent to these email addresses will not be read or acted upon in any way and will be deleted."

### **2. 2 April 2020**

Added section on Home Office immigration tribunals

### **3. 30 March 2020**

Updated immigration email address and removed HO postal address

### **4. 27 March 2020**

Added details of DWP litigation

### **5. 27 March 2020**

First published.