REFUGEE APPEALS AUTHORITY OF SOUTH AFRICA
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Address all correspondence to the Registrar

File Number(s): _____

Appeal Number(s): _____

Notification of Appellant's Contact Information

To be completed by official designated by the Refugee Appeals Authority of South Africa (RAASA).

Your name	Date of birth (dd/mm/yyyy)

MY ADDRESS

Street number, Street and Apartment number (if applicable)	City	Province	Postal Code

Telephone Number	Fax Number
(____) _____ Area code Phone Number	(____) _____ Area code Fax Number

_____ Signature

_____ Date (dd/mm/yyyy)

Your correct details are central to the finalization of your appeal. RAASA will correspond with you by using the contact details on your file and therefore you should take steps to ensure your contact details are correct.

You must provide your contact information in writing to the RAASA or a RAASA official handling your case in the event of any change as this will serve as your contact details for service of RAASA documents or service of notices of RAASA proceedings. **According to RAASA Rules failure to update your contact details could result in an appeal decision based on your file.**

You must complete this form without delay after your change of contact details and return it to the RAASA office handling your case within 30 working days.

If your new address is not within the same area of responsibility of your application, you will need to submit an application to change the location of the proceedings. Please note that only in exceptional circumstances will an application to change the location of a proceeding be allowed. If you have not received a response from the RAASA regarding a change of location, you must appear for the proceeding at the time and date fixed and be ready to start or continue the proceeding.