

This is by no means set in stone. Change it as much as you like as long as the basic format and formalities are there!

Step 1

Lead Appellant (LA)

If it pleases your Lordship/Ladyship my name is Sam Carroll and I will be appearing with my learned junior, Miss Jennifer Cassidy for the Appellants. My learned friends Miss Laura Evans and Miss Jennifer Betterton are appearing for the respondents. My submissions concern the first ground of appeal.

Junior Appellant (JA)

If it pleases your Lordship/ladyship my name is Jennifer Cassidy and I will be continuing the case for the appellants.

Lead Respondent (LR)

If it pleases your Lordship/Ladyship my name is Laura Evans and I will be appearing for the Respondents dealing with the first ground of appeal.

Junior Respondent (JR)

If it pleases your Lordship/ladyship my name is Jennifer Betterton and I will be continuing the case for the respondents.

Step 2

I have two submissions to put forward to the court today.

Firstly that.....

Secondly that.....

May I continue with my first submission?

Step 3

Submit first submission.

If you cite a case say I'd like to refer you to Brown v Smith. Are you familiar with the facts of the case (if the judge wants to know the facts then a 2/3 line summary) Then say 'that's in the 1970 Queen's Bench Report, page 45.'

Then if you quote say 'could I direct you to paragraph A of the Judgement by Lord Justice Denning that begins, '.....'

Step 4

Submit second submission.

Step 5

‘That concludes my submissions; can I help your lordship/ladyship any further?’

Handy phrases:

If you go over time don’t worry at all, but make sure you ask for permission from the judge. If the clerk holds up the time card that says time and you’re still speaking the say ‘may I finish my point you’re my lord/lady?’

If you don’t know something the judge asks you say ‘I am much obliged to your Lodship/ladyship – may I move on to my next submission/point?’