

# Want to find out about Employment Tribunal procedure and what to expect at your hearing?

Come along to a FREE information presentation by students from BPP Law School, Cardiff University, Swansea University & University of South Wales aimed at assisting parties who are representing themselves\*

These cover:

- Overview of the Tribunal Process from start to final hearing
- Practical stages from when claim is received up to hearing
  - How the case is managed
- What to expect at a preliminary hearing
  - Compiling a bundle of documents
  - Preparing a witness statement
- Who sits where in the Tribunal room
- What order will the parties speak in
- What to expect from cross examination
  - What happens after the hearing



Swansea University  
Prifysgol Abertawe



## LOCATION

Wales Employment Tribunal 3rd Floor, Cardiff  
and the Vale Magistrates Court, Fitzalan Place,  
Cardiff, South Wales, CF24 0RZ.

DATES 4.30pm to 5.30pm on

15th November 2017

6th December 2017

10th January 2018

14th February 2018

14th March 2018

18th April 2018

16th May 2018

There is no need to book – just turn up!

\*Please note that students can only provide information on Tribunal procedure and cannot advise on individual cases.