

To: [Insert: Address of office that made the decision]

Date: [Insert: date]

Dear Sir/Madam

**Re: [Insert: Your Name]**

**NINo: [Insert: National Insurance Number]**

**Re: PIP**

I would like to request reconsideration of your decision of [insert: date of decision, i.e. date given on the decision letter] that I [am not eligible for PIP/ not eligible for the Mobility component/ the Daily Living component/ should be awarded Standard Rate Mobility/ Standard Rate Daily Living (delete as appropriate)].

*If this applies:* I was not happy with the assessment that I attended on [insert: date of assessment] because [please note the specific areas of disagreement, point by point].

*If this applies:* There was no attempt to establish the reliability with which any task could be accomplished, or the number of days a week it could be attempted.

I believe that the following points should have been awarded:

[List each of the points that you think should apply to you, and then give an explanation of why it applies. In the example below you can see an illustration of this.]

This is sample of two particular descriptor points and the kind of information you might provide. It is not a suggestion of exactly what to write, which should be about you.

*1(e) Needs supervision or assistance to either prepare or cook a simple meal = 4 points.* I am unable to peel and chop vegetables, and I need supervision or assistance. I do not cook by myself for safety reasons.

12(d) *Can stand and then move using an aid or appliance more than 20 metres but no more than 50 metres = 10 points.* I cannot stand and move this distance more than once or twice in a day, and then I have to rest for the following couple of days; my back and legs cause me a lot of pain, plus my back will give way.

[Please note that you need to score at least 8 points to get Standard rate, and at least 12 points to get Enhanced rate. You can add points within the Mobility component tasks, and within the Daily Living component tasks – but you can't add Mobility points to Daily Living tasks to achieve the necessary score.]

If these points are awarded, it is clear that I should be [entitled to PIP/ and receive the Enhanced/ Standard rate of Mobility/ Daily Living component (select options and delete as appropriate)].

I will be seeking further evidence in support, and will forward it to you as soon as I can.

I look forward to hearing from you.

Yours faithfully

[NAME]