

Acknowledgment of Service

(Part 8 claim)



You should read the ‘notes for defendant’ attached to the claim form which will tell you how to complete this form, and when and where to send it.

In the	
Claim No.	
Claimant (including ref)	
Defendant	

Tick and complete sections A - E as appropriate.
In all cases you must complete sections F and G

Section A

☐ I **do not** intend to contest this claim

Give details of any order, direction, etc. you are seeking from the court.

Section B

☐ I intend to contest this claim

Give brief details of any different remedy you are seeking.

Section C

☐ I intend to dispute the court’s jurisdiction

(Please note, any application must be filed within 14 days of the date on which you file this acknowledgment of service)

The court office at

is open between 10 am and 4 pm Monday to Friday. When corresponding with the court, please address forms or letters to the Court Manager and quote the claim number.

Claim No.

Section D

☐ I object to the claimant issuing under this procedure

My reasons for objecting are:

Section E

☐ I intend to rely on written evidence

My written evidence:

☐ is filed with this form

☐ will be filed within 14 days as agreed with the other party(ies). A copy of the written agreement is attached to this form

Section F

Full name of defendant filing
this acknowledgment

Section G

Signed

(To be signed by
you or by your
solicitor or
litigation friend)

*(I believe)(The defendant believes) that the facts stated in
this form are true. *I am duly authorised by the defendant
to sign this statement

**delete as appropriate*

Position or office held

(if signing on
behalf of firm
or company)

Date

Give an
address to
which notices
about this case
can be sent to
you

Postcode

Tel. no.

if applicable

Ref. no.

fax no.

DX no.

e-mail

