

Acknowledgment of service (arbitration 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.

Name of court	
Claim No.	
Claimant (including ref)	
Defendant	

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

Section A

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

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

When corresponding with the court, please address forms or letters to the Court Manager and quote the claim number.

Claim No.	
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Section D

☐ I intend to rely on written evidence

My written evidence:

☐ is filed with this form

☐ will be filed and served within 21 days after the date by which I am required to file this acknowledgment of service.

Section E

Full name of defendant filing
this acknowledgment

Section F

Signed

(To be signed
by you or by
your solicitor)

*(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**

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(if signing on behalf of firm or company)

Date

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Give an address in the United Kingdom to which notices about this case can be sent to you.

	If applicable	
	Telephone no.	
	Fax no.	
	DX no.	
	Your ref.	

Postcode

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E-mail	
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