Acknowledgment of service
(Part 20 claim)

In the High Court of Justice Business and Property Courts in Circuit Commercial Court (QBD)	
Claim No.	
Claimant(s) (including ref.)	
Defendant(s)	
Defendant returning this form	

Defendant's full name if different from the name given on the claim form

Address in the UK to which documents about this claim should be sent (including reference if appropriate)

Postcode

if applicable	
Fax no.	
DX no.	
e-mail	
Tel. no.	

If you file an acknowledgment of service but do not file a defence within *(28 days) ( ) of the date of service of the particulars of claim (which will be contained in or served with Part 20 claim form) and you have not indicated that you intend to contest jurisdiction, judgment may be entered against you.

If you do not file an application under CPR Part 11 within 28 days of the date of filing your acknowledgment of service it will be assumed that you accept the court's jurisdiction and judgment may be entered against you.

**Part 20 claimant should alter where appropriate (if the claim form is to be served out of the jurisdiction): see CPR rules 6.35 and 6.37(5).*

Tick the appropriate box

1. (I admit) (The Part 20 defendant admits)
- ☐ this claim
- ☐ part of the claim (details attached)

2. (I intend) (The Part 20 defendant intends)
- ☐ to defend all of the claim
- ☐ to defend part of this claim
- ☐ to contest jurisdiction

3. My date of birth is D D M M Y Y Y Y

Signed
(Part 20 defendant)
(Part 20 defendant's legal representative)

Position or office held
(if signing on behalf of firm, company or corporation)

Date / /

For further details of the courts https://www.gov.uk/courts-tribunals/commercial-circuit-court
When corresponding with the Court, please address forms or letters to the Manager and always quote the claim number.

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