

(Heading *as* in Form 1)

## **Acknowledgment of Service of Fixed Date Claim Form**

WARNING: This form should be completed and returned to the court at the address below within 14/28 days of service of the claim form on you. However, the claimant will not be entitled to have judgment entered against you except at the first or subsequent hearing of the claim.

1. Have you received the claim form with the above number? YES/NO
2. If so, when did you receive it? —/—/—
3. Did you also receive the claimant's statement of claim or affidavit in support? YES/NO
4. If so, on what date did you receive them? —/—/—
5. Are your names properly stated on the claim form?  
If not, what are your full names? YES/NO
6. Do you intend to defend the claim? YES/NO  
If so you must file a defence within 28/42 days of the service of the claim form on you.
7. Do you admit the whole claim? YES/NO
8. Do you admit any part of the claim? YES/NO
9. If so, what do you admit?
10. What is your own address?

11. What is your address for service?

If you are acting in person you must give an address within \_\_\_\_\_ miles of the court office to which documents may be sent either from other parties or from the court. You should also give your telephone number and FAX number, if any.

Dated.

Signed.

[Defendant in person] [Defendant's legal practitioner]

The court office is at [xxx ~coc xxx] telephone number xxx-xxx, FAX nx.xxxx.

The office is open between [ a.m.] and [ p.m.] to \_\_\_\_\_ except public holidays.