**Form CFI 1**

**Rule 27**

**Claim**

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| **Court of First Instance** | |
| **Division\*** | **Commercial and Civil** |
| **Case number** |  |

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| --- | --- |
| **Title of Proceedings** | |
| **[First] Claimant\*** | [full name] |
| [Second Claimant] [number of Claimants (if more than two)] | [#full name #number (refer to Party Details at rear for full list of parties)] |
| **[First] Defendant\*** | [full name] |
| [Second Defendant] [number of Defendants (if more than two)] | [#full name #number (refer to Party Details at rear for full list of parties)] |

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| **Filing Details** | |
| **Filed for\*** | [name of claimant(s)] |
| **Legal representative** | [name] |
| **Firm** | [name of firm] |
| **Firm reference** | [reference number] |
| **Contact name\*** | [name] |
| **Contact telephone\*** | [telephone] |
| **Contact email\*** | [email address] |

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| **Defendant(s) Address for Service if Defendant is within the United Arab Emirates\*** |
| **Individuals** |
| [provide home or work address for service for each defendant]  [provide email address and mobile telephone number for service for each defendant] |
| **Companies** |
| [provide the registered office address or the address of any place of the defendant’s business which has a real connection with the claim for service for each defendant]  [provide email address and mobile telephone number for service for each defendant] |

| **Nature and Value of Claim** | |
| --- | --- |
| **Nature of Claim\*** | [select nature of claim] |
| **Claim Value (USD)\*** | [claim value in USD or estimate if the value is uncertain]  [specify USD 0 only if non-monetary claim] |
| **Interest** | [details of any claim for interest] |

| **Orders** |
| --- |
| **Final orders sought\*** |
| [numbered paragraphs] |

| **Particulars of Claim** |
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| **Particulars of Claim\*** |
| [insert particulars of claim in numbered paragraphs here]  or  [attach a document setting out the particulars of claim]  [all document referred to in the particulars of claim must be attached, indexed and paginated] |

| **Propositions of Law** |
| --- |
| **Propositions of Law\*** |
| [numbered paragraphs or include in particulars of claim] |

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| **Law** | |
| **Law governing the dispute\*** | [Law governing the dispute] |
| **Basis of jurisdiction of ADGM Courts\*** | [Basis of the jurisdiction of ADGM Courts] |

| **Statement of Grounds** |
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| **The claimant is entitled to bring the claim against any defendant who is outside ADGM on the following grounds:** |
| [select from list] |

| **Mediation\*** |
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| **Do you wish to have the claim referred to court-annexed mediation?**  [select]  If no, please state reasons. |

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| **VERIFICATION  THE ADGM ECOURTS PLATFORM CAN READ THE CONTENTS OF WORD FORMS CONVERTED TO PDF.**  **SCANNED FORMS CANNOT BE READ BY THE PLATFORM. THIS MEANS THAT IF YOU UPLOAD A SCANNED FORM, YOU WILL NEED TO RE-ENTER THE INFORMATION INTO THE ONLINE FORM.**  **DO NOT PRINT AND PHYSICALLY SIGN THE SECTION BELOW. THE ONLINE FORM WILL PROMPT YOU FOR YOUR ELECTRONIC SIGNATURE.** |

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| ***YOU WILL BE REQUIRED TO PROVIDE THE FOLLOWING VERIFICATION UPON FILING***  **Litigant in person** |
| *I certify that there are reasonable grounds for believing on the basis of provable facts and a reasonably arguable view of the law that the claim in these proceedings has reasonable prospects of success.*  **Legal Representative/Authorised Officer** |
| ***I am [#the legal representative #an authorised officer] of the Claimant(s)*** |
| *I certify that there are reasonable grounds for believing on the basis of provable facts and a reasonably arguable view of the law that the claim in these proceedings has reasonable prospects of success.* |

| **Notice to claimant** |
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* The Registry will serve the claim form on any party to this claim who is to be served inside the United Arab Emirates.
* **It is the responsibility of the claimant to serve the claim form on any party to this claim who is to be served outside the United Arab Emirates**.
* Your attention is drawn to the methods of service of the claim form set out in Part 4 of the ADGM Court Procedure Rules 2016 and **Practice Direction 6**.

| **Notice to defendant** |
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* Please read this claim very carefully. If you have any difficulty understanding it or require assistance on how to respond to the claim you should seek legal advice.

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| **Failure to acknowledge service** |

* If you do not file an acknowledgment of service within 14 days of being served with this claim:
  + you will be in default in these proceedings; and
  + the court may enter default judgment against you without any further notice to you.
* If you file an acknowledgment of service, but you do not file a defence within 28 days of being served with this claim:
  + you will be in default in these proceedings; and
  + the court may enter default judgment against you without any further notice to you.
* The default judgment may be for the final orders sought in the claim and for the claimant's costs.

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| **How to respond** |

* If you wish to defend the claim, or dispute the power of the court to deal with it, or seek an order for time to pay, you must:
  + within 14 days of being served with the claim, file and serve an acknowledgment of service, and
  + within 28 days of being served with the claim, file and serve:
    - * an admission and any request for time to pay
      * an admission and any request for time to pay and a defence, together with any counterclaim, if you admit only part of the claim
      * a defence, together with any counterclaim, if you dispute the whole of the claim, or
      * an application to dispute the court’s jurisdiction.

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| **Forms** |
| * The court’s forms are available on the court’s website. * An acknowledgment of service must be filed using **Form CFI 7**. * A defence must be filed using **Form CFI 8**. * A counterclaim must be filed using **Form CFI 9**. * If you admit liability in whole or in part and seek special arrangements for time to pay you must file a **Form CFI 34**. * If you wish to dispute the court’s jurisdiction you need to apply to the court using **Form CFI 12** which must be supported by written evidence using **Form CFI 15**. |

| **Procedures** |
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| * The procedures of the court are in the ADGM Court Procedure Rules 2016. * The procedure for commercial and civil claims is in **Practice Direction 2**. * The procedure for making an application is in **Practice Direction 7**. * The rules and practice directions are available on the court’s website. |

*[separate page]*

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| **Party Details** |

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| **Claimant(s)** | |
| **ADGM Registration No.** *(if applicable)* | [ADGM Registration#] |
| **Full Name\*** | [name] |
| **Address\*** | [address] |
| *(for additional Claimant(s), please fill out the section below for each Claimant)* | |
| **ADGM Registration No.** *(if applicable)* | [ADGM Registration#] |
| **Full Name\*** | [name] |
| **Address\*** | [address] |

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| **Claimant(s) Contact Details** *(complete if self-represented or by authorised officer as applicable)* | |
| **Name of authorised officer** | [name] |
| **Capacity to act for Claimant** | [e.g. Director] |
| **Address for service\*** | [address] |
| **Telephone\*** | [telephone] |
| **Email\*** | [email address] |

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| **Claimant(s) Legal Representative** *(complete if legally represented)* | |
| **Name** | [name] |
| **Firm** | [name of firm] |
| **Address of Firm** | [address of firm] |
| **Contact person** | [contact person] |
| **Email** | [email address] |
| **Telephone** | [telephone] |
| **Firm Ref** | [firm reference] |

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| **Defendant(s)** | |
| **ADGM Registration No.** *(if applicable)* | [ADGM Registration#] |
| **Full Name\*** | [name] |
| **Address\*** | [address] |
| **Email** | [email address] |
| *(for additional Defendant(s), please fill out the section below for each Defendant)* | |
| **ADGM Registration No.** *(if applicable)* | [ADGM Registration#] |
| **Full Name\*** | [name] |
| **Address\*** | [address] |
| **Email** | [email address] |