**Form CFI 36**

**General Form**

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| **Case Details** | |
| **Court / Division\*** | [select court/division] |
| **Case number\*** | [case number] |

|  |  |
| --- | --- |
| **Title of Proceedings** | |
| **[First] Claimant/ Appellant\*** | [full name] |
| [Second Claimant/ Appellant] [number of Claimants/ Appellants (if more than two)] | [#full name #number] |
| **[First] Defendant/ Respondent\*** | [full name] |
| [Second Defendant/ Respondent] [number of Defendants/ Respondents (if more than two)] | [#full name #number] |

|  |  |
| --- | --- |
| **Filing Details** | |
| **Filed for\*** | [name], [role of party, e.g. claimant] |
| **Legal representative** | [name] |
| **Firm** | [name of firm] |
| **Firm reference** | [reference number] |
| **Contact name\*** | [name] |
| **Contact telephone\*** | [telephone] |
| **Contact email\*** | [email address] |

| **Details** |
| --- |
| [insert the name of the document(s) attached to this form and identify the particular order or direction of the court or relevant practice direction pursuant to which it is filed] |

| **Signature\*** *(complete as applicable)* | |
| --- | --- |
| **Signature of legal representative** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Signature of party if not  legally represented** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Capacity (if not legal representative or party)**  [e.g. authorised officer] | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Date of signature** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

| **Notice to filing party** |
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| * + You must use the form that relates to the step that you are taking in the proceedings. A list of the prescribed forms is set out in **Practice Direction 12**.   + This form must not be used to circumvent any rule or practice direction regarding the filing of pleadings or documents with the court.   + If there is no prescribed form for the step that you are taking in the proceedings, you can use this form and identify the document you wish to file in accordance with an order or a direction of the court. |