

### **About the defendant**

7. Give what details you know of the defendant's financial and other circumstances. Say in particular whether:
- housing benefit is being paid to you or to the defendant;
  - deductions are being made from the defendant's benefits, towards the arrears. If so, say how much.

### **About the claimant**

8. Delete this paragraph if you do not wish to give details of your financial and other circumstances to support the claim for possession.

### **Forfeiture**

9. (a) Delete this paragraph if there is no underlessee or mortgagee.
- (b) If there is, give that person's name and address and file, in court, an additional copy of the particulars of claim for service on that person.

### **What the court is being asked to do**

10. Delete paragraphs (a) to (d) as appropriate.
11. Tick as appropriate

### **Demotion**

If you are claiming demotion of tenancy in the alternative to possession, you must complete paragraphs 12-15

12. Specify under which section the claim is made
13. Indicate whether you are a local authority, housing action trust or registered social landlord
14. If you served on the tenant a statement of express terms of the tenancy which are to apply to a demoted tenancy, you must set out the details
15. (a) State details of the conduct alleged

### **Statement of truth:**

- This must be signed by you, by your solicitor or your litigation friend, as appropriate. Where the claimant is a registered company or a corporation the claim form must be signed by either a director, treasurer, secretary, chief executive, manager or other officer of the company or (in the case of a corporation) the mayor, chairman, president or town clerk.
- Proceedings for contempt of court may be brought against any person who signs a statement of truth without an honest belief in its truth.