

Pre-trial review questionnaire

In the Court		County
High Court of Justice Queen's Bench Division		
Claim No.		
Last date for filing with court office		
Assigned judge		

To be completed by, or on behalf of,

who is [1st][2nd][3rd][] [Claimant]
[Defendant] [Part 20 claimant] in this claim

- The judge will use the information which you and the other party(ies) provide to conduct a pre-trial review
- If you do not complete and return the questionnaire the judge may
 - make an order which leads to your statement of case (claim or defence) being struck out.
 - conduct the pre-trial review without it. You may be ordered to pay (immediately) the other parties' costs of attending.

A Directions complied with

1. Have you complied with all the previous directions given by the court? Yes No
2. If no, please explain which directions are outstanding and why

Directions outstanding	Reasons directions outstanding

3. Are any further directions required to prepare the case for trial? Yes No
(If no go to section B)
4. If yes, please explain directions required and give reasons

Directions required	Reasons required

B Experts

1. Has the court already given permission for you to use written expert evidence?

Yes

No
(If no go to section C)

2. If yes, please give name and field of expertise.

Name of expert	Whether joint expert (please tick, if appropriate)	Field of expertise

3. Have the experts held discussions as directed?

Yes

No

4. Have they filed statements as directed following those discussions?

Yes

No

5. Have the expert(s)' report(s) been served and filed as ordered?

Yes

No

6. Has the court already given permission for the expert(s) to give oral evidence at the trial? (If yes go to Section C)

Yes

No

7. If no, are you seeking that permission?

Yes

No
(If no go to section C)

8. If yes, give your reasons for seeking permission.

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9. If yes, what are the names, addresses and fields of expertise of your experts?

Expert 1	Expert 2	Expert 3	Expert 4

10. Please give details of any dates within the trial period when your expert(s) will not be available.

Name of expert	Dates not available

C Other witnesses

(If you are not calling other witnesses go to section D)

1. How many other witnesses (including yourself) will be giving evidence on your behalf at the trial? (do not include experts - see section B above)

(Give number)

2. What are the names and addresses of your witnesses?

Witness 1	Witness 2	Witness 3	Witness 4

3. Please give details of any dates within the trial period when you or your witnesses will not be available?

Name of witness	Dates not available

4. Are any of the witness statements agreed?

 Yes No

(If no go to question C6)

5. If yes, give the name of the witness and the date of his or her statement

Name of witness	Date of statement

6. Do you or any of your witnesses need any special facilities?

 Yes No

(If no go to question C8)

7. If yes, what are they?

8. Will any of your witnesses be provided with an interpreter?

 Yes No

(If no go to section D)

9. If yes, say what type of interpreter e.g. language (stating which), deaf/blind etc.

D Legal representation

1. Who will be presenting your case at the hearing or trial? You Solicitor Counsel

2. Please give details of any dates within the trial period when the person presenting your case will not be available.

Name	Dates not available
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E Other matters

1. How long do you estimate the whole trial will take, excluding judgment?

Minutes	Hours	Days
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2. What is the estimated number of pages of evidence to be included in the trial bundle?

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(please give number)

3. Please provide a case summary and proposals (agreed if possible) for directions to be given.

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Signed

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Claimant/defendant or Counsel/Solicitor for the claimant/defendant

Dated

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