Appendix 6 to Practice Direction 57AD

Disclosure in the Business and Property Courts

Disclosure Review Document for Extended Disclosure in Less Complex Claims

Issues for Disclosure and disclosure Model proposals	Issue for Disclosure	Proposed Disclosure Models	Issue agreed ?[1]	Model Agreed? [1]
1	1. *[Concise description of the issue for disclosure]* **[Alternative proposed wording of the Claimant(s)/Defendant(s):]**	*[B / D]*	*[Y/N]*	*[Y/N]* **[Alternative proposed disclosure model of the Claimant(s)/Defendant(s):]**
	2.			
	3.			
	4.			
	5.			

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[1] If the parties cannot agree the wording of any issue and/or any disclosure model proposals, the parties who disagree with the formulation of an issue for disclosure or model proposal should include alternative proposals or wording under the formulation. The parties should also briefly outline the areas of disagreement and state the reasons for the disagreement and for any alternative proposals in section 6 of this form.

2	**Data collection sources to be searched by the parties** Each party should confirm whether there are any data sources or locations, or categories of hard copy or electronic documents (as applicable) which should be included in the collection of documents which are likely to be relevant to the Issues for Disclosure and which the party proposes to search for the disclosure. Please set out details of the data sources, locations and categories which are proposed to be included.			
3	**Unavailable sources or irretrievable/inaccessible documents** Please identify and briefly set out details for any documents likely to be			

relevant to Issues for Disclosure which it is known or anticipated may be irretrievable or otherwise unavailable or difficult to access in order to be searched for the purpose of the disclosure (e.g. due to destruction or loss, or the need for bespoke or licenced software to review the data)	
4 **Search proposals** Please set out any initial search proposals to identify any documents which may need to be disclosed (including any automated searches or techniques other than keyword searches, as applicable). The proposals should indicate any custodians' files the parties propose to search, any applicable date ranges for the searches, and which particular Issues for	

| Disclosure the custodians or date ranges are relevant to.

Parties should also set out proposals to use technology to facilitate the disclosure exercise if the parties consider the use of technology to be appropriate.

When considering the use of technology parties should have regard to the following factors: (i) whether it would be efficient and proportionate to use technology, (ii) the number of documents in the potential pool of documents to be searched and potentially reviewed for the proposed disclosure, (iii) the estimated cost of the disclosure (including estimated costs of using technology compared with not using technology), (iv) the	

	value of the claim, (v) the complexity of the claim, (vi) the nature of the claim, and (vii) any other relevant factors.	
5	**Costs estimates** Where the parties have agreed / sought to agree for searches to be undertaken, please state the estimated cost of collection, processing, search, review and production of each parties' Extended Disclosure (as applicable).	

6	**Areas of disagreement** Please indicate any areas of disagreement between the parties in respect of any of the matters set out in sections 1 – 5 of this form and briefly set out the reasons for any areas of disagreement and for any alternative wording proposed for Issues for Disclosure or alternative Models proposals. Where any aspect of the approach to Extended Disclosure is not agreed, each party should indicate their estimated costs of collection, processing, search, review and production of their documents based on the Extended Disclosure (Models and scope of any search required) requested: (i)	*[E.g. Description of area of disagreement]* *Claimant'(s') position:* *Defendant'(s') position:]*

	by the claimant(s) and (ii) by the defendant(s).	