

# Pre-trial review questionnaire

To be completed by, or on behalf of,

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

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

- 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

☐ Yes☐ No

(If no go to  
section C)

Name of expert	Whether joint expert <i>(please tick, if appropriate)</i>	Field of expertise
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☐ Yes☐ Yes☐ Yes☐ Yes☐ Yes☐ Yes☐ Yes☐ Yes☐ Yes☐ Yes

*(If no go to section C)*

[illegible]

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

Expert 1	Expert 2	Expert 3	Expert 4
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**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
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## 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?**

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- 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.**

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## 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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