

Respondent's Notice



Notes for guidance are available which will help you complete this form. Please read them carefully before you complete each section.

In the

Appeal Court
Reference No.

For Court use only

Date filed

Seal

Section 1

Details of the claim or case

Name of court

Case or claim number

Name or title of case or claim

In the case or claim, were you the
(tick appropriate box)

☐ claimant

☐ applicant

☐ petitioner

☐ defendant

☐ respondent

☐ other (please specify) _____

Section 2

Your (respondent's) name and address

Your (respondent's) name _____

Your solicitor's name _____ (if you are legally represented)

Your (your solicitor's) address

Your reference or
contact name

Your contact
telephone number

DX number

Details of other respondents are attached ☐ Yes ☐ No

Section 3

Time estimate for appeal hearing

Do not complete if appealing to the Court of Appeal

How long do you estimate it will take to put your case to the appeal court at the hearing?

Days

Hours

Minutes

Who will represent you at the appeal hearing?

☐ Yourself

☐ Solicitor

☐ Counsel

Section 4**Details of the order(s) or part(s) of order(s) you want to appeal**

Name of Judge

Date of order(s)

If only part of an order is appealed, write out that part (or those parts)

Section 5**Permission to file a respondent's notice**

Has permission to appeal been granted?

Yes ☐ complete box **A**No ☐ complete box **B**
*if you are asking for
permission or it is not
required***A**

Date of order granting permission _____

Name of judge _____

Name of court _____

B☐ I do not need permission☐ I _____
respondent('s solicitor) seek permission to appeal the
order(s) at **section 4** above.Are you making any other applications? Yes ☐ No ☐

If Yes, complete section 9

Is the respondent in receipt of legal aid certificate or a
community legal service fund (CLS F) certificate? Yes ☐ No ☐Does your appeal include any issues arising from the Human Rights Act 1998? Yes ☐ No ☐

I (the respondent)

☐ appeal(s) the order

☐ wish(es) the appeal court to uphold the order on different or additional grounds

because:-

My skeleton argument is:-

☐ set out below

☐ attached

☐ will follow within 21 days of receiving the appellant's
skeleton arguments

I (the respondent) will rely on the following arguments at the hearing of the appeal:-

Section 8

What decision are you asking the appeal court to make?

I (the respondent) am (is) asking that:-

(tick appropriate box)

☐ the order(s) at **section 4** be set aside

☐ the order(s) at **section 4** be varied and the following order(s) substituted :-

☐ a new trial be ordered

☐ the appeal court makes the following additional orders :-

☐ the appeal court upholds the order but for the following different or additional reasons

I wish to make an application for additional orders

☐ in this section

☐ in the Part 23 application
form (N244) attached

Part A

I apply (the respondent applies) for an order (a draft of which is attached) that :-

because :-

Part B

I (the respondent) wish(es) to rely on :

☐ evidence in Part C

☐ witness statement (affidavit)

Part C

I (the respondent) wish(es) to rely on the following evidence in support of this application:-

Statement of Truth

I believe (the respondent believes) that the facts stated in Section 9 are true.

Full name _____

Name of respondent's solicitor's firm _____

signed _____ position or office held _____

Respondent ('s solicitor) (if signing on behalf of firm or company)

Please tick the papers you are filing in your bundle:-

- ☐ your respondent's notice and any skeleton arguments (if separate);
- ☐ any witness statements or affidavits in support of any application included in section 5 or 9 of your notice or in a separate Part 23 application notice;
- ☐ any other affidavit or witness statement filed in support of your arguments;
- ☐ a copy of the legal aid or CLSF certificate (if legally represented); and
- ☐ any other documents directed by the court to be filed in your appeal (*give details*).

Reasons why you have not supplied a document and date when you expect it to be available:-

Signed _____ Respondent/s Solicitor