

List of documents: standard disclosure

Notes

- The rules relating to standard disclosure are contained in Part 31 of the Civil Procedure Rules.
- Documents to be included under standard disclosure are contained in Rule 31.6
- A document has or will have been in your control if you have or have had possession, or a right of possession, of it **or** a right to inspect or take copies of it.

In the	
Claim No.	
Claimant (including ref)	
Defendant (including ref)	
Date	

Disclosure Statement

I, the above named

☐ Claimant ☐ Defendant

☐ Party (if party making disclosure is a company, firm or other organisation identify here who the person making the disclosure statement is and why he is the appropriate person to make it)

state that I have carried out a reasonable and proportionate search to locate all the documents which I am required to disclose under the order made by the court on (date of order)

☐ I did not search for documents:-

☐ pre-dating

☐ located elsewhere than

☐ in categories other than

☐ for electronic documents

☐ I did carried out a search for electronic documents contained on or created by the following:
(list what was searched and extent of search)