

Details of claim

Under this heading you must set out either

- the question(s) you wish the court to decide; **or**
- the remedy you are seeking and the legal basis for your claim; **and**
- if your claim is being made under a specific CPR Part or practice direction, you must state which.

Defendant's name and address

Enter in this box the full name and address of the defendant to be served with the claim form (i.e. one claim form for each defendant). If the defendant is to be served outside England and Wales, you may need to obtain the court's permission.

Address for documents

Insert in this box the address at which you wish to receive documents, if different from the address you have already given under the heading 'Claimant'. The address you give must be either that of your solicitors or your residential or business address and must be in England or Wales. If you live or carry on business outside of England and Wales, you can give some other address within England and Wales.

Statement of truth

This must be signed by you, by your solicitor or your litigation friend, as appropriate.

Where the claimant is a registered company or a corporation the claim must be signed by either the director, treasurer, secretary, chief executive, manager or other officer of the company or (in the case of a corporation) the mayor, chairman, president or town clerk.