

# Acknowledgment of Service

## (Part 20 claim)

Defendant’s full name if different from the name given on the claim form

Address in England or Wales to which documents about this claim should be sent (including reference if appropriate)

Postcode

if applicable	
fax no.	
DX no.	
e-mail	
Tel. no.	

If you file an acknowledgment of service but do not file a defence within \*(28 days) ( ) of the date of service of the particulars of claim (which will be contained in or served with Part 20 claim form) and you have not indicated that you intend to contest jurisdiction, judgment may be entered against you.

In the	High Court of Justice Queen’s Bench Division Commercial Court Royal Courts of Justice
Claim No.	
Claimant(s) <small>(including ref.)</small>	
Defendant(s)	
Defendant returning this form	

If you do not file an application under CPR Part 11 within 28 days of the date of filing your acknowledgment of service it will be assumed that you accept the court’s jurisdiction and judgment may be entered against you.

*\* Part 20 claimant should alter where appropriate (if the claim*

**Tick the appropriate box**

1. (I admit)(The Part 20 defendant admits)

☐ this claim
2. (I intend)(The Part 20 defendant intends)

☐ part of the claim (details attached)
- ☐ to defend all of the claim
- ☐ to defend part of this claim
- ☐ to contest jurisdiction

3. My date of birth is 

D	D	M	M	Y	Y	Y	Y
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Signed

(Part 20 defendant)  
(Part 20 defendant’s Solicitor)

Position or office held

(if signing on behalf of firm, company or corporation)

Date

The court office at the Admiralty and Commercial Registry, Royal Courts of Justice, Strand, London WC2A 2LL is open between 10am and 4.30pm Monday to Friday. When corresponding with the court, please address forms or letters to the Court Manager and quote the claim number.