

☐ I did not search for the following:-

☐ documents created before

documents contained on or created by the ☐ Claimant ☐ Defendant

- |  |  |
|--|--|
| <input type="checkbox"/> PCs           | <input type="checkbox"/> portable data storage media |
| <input type="checkbox"/> databases     | <input type="checkbox"/> servers                     |
| <input type="checkbox"/> back-up tapes | <input type="checkbox"/> off-site storage            |
| <input type="checkbox"/> mobile phones | <input type="checkbox"/> laptops                     |
| <input type="checkbox"/> notebooks     | <input type="checkbox"/> handheld devices            |
| <input type="checkbox"/> PDA devices   |  |

documents contained on or created by the ☐ Claimant ☐ Defendant

- |  |   |
|--|---|
| <input type="checkbox"/> mail files        | <input type="checkbox"/> document files                 |
| <input type="checkbox"/> calendar files    | <input type="checkbox"/> web-based applications         |
| <input type="checkbox"/> spreadsheet files | <input type="checkbox"/> graphic and presentation files |

documents other than by reference to the following keyword(s)/concepts  
(delete if your search was not confined to specific keywords or concepts)

I certify that I understand the duty of disclosure and to the best of my knowledge I have carried out that duty. I further certify that the list of documents set out in or attached to this form, is a complete list of all documents which are or have been in my control and which I am obliged under the order to disclose.

I understand that I must inform the court and the other parties immediately if any further document required to be disclosed by Rule 31.6 comes into my control at any time before the conclusion of the case.

☐ I have not permitted inspection of documents within the category or class of documents (as set out below) required to be disclosed under Rule 31(6)(b) or (c) on the grounds that to do so would be disproportionate to the issues in the case.

**Signed**

(Claimant)(Defendant)(’s litigation friend)

**Date**