

Allocation questionnaire (Small claims track)

Completed by, or on behalf of, (print name)

who is the [Claimant][Defendant] in this claim.

Name of court

Claim No.

Last date for filing
with court office

Please read the notes on pages 4 before completing the questionnaire.

You must complete **all** sections of this questionnaire. It will be used to assist the court in the management of the claim.

You should note the date by which it must be returned and the name of the court it should be returned to since this may be different from the court where proceedings were issued. This information is shown on the Form N152 which came with this questionnaire.

If you have settled this claim (or if you settle it on a future date) and therefore do not need a hearing, you must let the court know immediately.

A Settlement

Would you like to use the free small claims mediation service provided by Her Majesty's Courts Service, to help you settle your claim with the other party?

☐ Yes

☐ No

B Location of hearing

The claim will be heard in the court to which this form must be returned. Is there any reason why it should be transferred to another court to be heard?

☐ Yes

☐ No

If Yes, say which court and why

C Track

Do you agree that the small claims track is the most suitable track for this claim?

☐ Yes

☐ No

If No, please say why

N149 Allocation questionnaire (Small claims tracks) (04.08)

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