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EUROPEAN SMALL CLAIMS PROCEDURE

FORM C

REPLY FORM

[Article 5(2) and (3) of Regulation (EC) No 861/2007 of the European Parliament and of the Council on the
establishing a European Small Claims Procedure]

IMPORTANT INFORMATION AND INSTRUCTIONS FOR THE DEFENDANT

An action has been brought against you, as set out in the attached claim form, using the European Small Claims Procedure.
You can reply by completing Part II of this form and returning it to the court or by
by any other appropriate means, within 30 days of the date on which you were served with the claim form together with the claim form
reply.

Please note that if you do not reply within 30 days, the court will issue a decision.
Make sure that you write your name clearly, sign and date the last page of the application form.
reply form.

Read also the instructions contained in the claim form, which can help you prepare the claim.
your response.

Help for completing the form

You may be able to get help filling out this form. To find out how you can get
assistance, you can refer to the information provided by the Member States and published on the website
the European Judicial Atlas in civil and commercial matters, which is available at
the European e-Justice portal: https://e-justice.europa.eu/content\_small\_claims-354-el.do.
Please note that this assistance does not include free legal aid (legal aid), for which
which needs to be applied for under national law; similarly, it does not include a legal assessment of the
case.

Language: answer the claim in the language of the court that sent you this form.

Please note that the form is available in all official languages of the European Union on the website of the
European e-Justice portal at https://e-justice.europa.eu/content\_small\_claims\_forms-177-el.do.
This may help you to complete the form in the required language.

Hearing: please note that the European Small Claims Procedure is a written procedure. The court may, however, decide to hear the case on its own initiative.
The court may decide to hold a hearing if it considers that it is not possible to give a decision on the basis of the documentary evidence.
evidence. In addition, you may request, either on this form or at a later stage, that a hearing be held. The court
may reject your request if it considers that, in view of the circumstances of the case, a hearing would be manifestly inappropriate.
unnecessary for the fair conduct of the proceedings. The hearing should be conducted by appropriate means at a distance
communication, such as videoconferencing or teleconferencing, provided that it is available to the court. If the
person concerned by the hearing is domiciled in a Member State other than the Member State of the court seised, the hearing shall be held in a Member State other than the Member State of the court seised.
the hearing by means of distance communication technology shall be organised using the procedures laid down in the Regulation
Council Regulation (EC) No 1206/2001.
(https://e-justice.europa.eu/content\_taking\_of\_evidence-76-el.do)

However, the court may decide that the persons invited to attend the hearing must
appear in person. You may indicate your preferences to the court, taking into account that, if you have
you have requested to appear in person at the hearing, your compensation for the expenses you would have incurred for the
such personal appearance will be subject to the conditions laid down in Article 16 of Regulation (EC) No 861/2007 for the
establishing a European Small Claims Procedure. That Article provides that the court shall not award in favour of the
costs which were unnecessary or disproportionate to the amount of the claim.

Relevant evidence: You may list possible evidence, and add where appropriate,
Documentary evidence.

Antagonism: If you wish to bring an action against the plaintiff (counterclaim), complete and attach a separate
Form A, which can be found on the European electronic portal at https://e-
Justice.europa.eu/content\_small\_claims\_forms-177-el.do or obtain it from the court that sent you this form.
Please note that for the purposes of the counterclaim you are considered a claimant.

Correction of your identity data: You can also correct or complete the information
(e.g. contact details for yourself, agent, etc.) in section 6 "Other information".

Service of documents and communication with the court: Procedural documents, such as your response and the judgment,
may be served on the parties by post or by electronic means, provided that such means are technically available
You may be served by post or by electronic means, which may be technically feasible and acceptable in accordance with the procedural rules of the Member State in which the proceedings are conducted. If the documents
must be served in a Member State other than the Member State in which the proceedings are conducted, the
procedural rules of the Member State in which service is to be effected. Electronic means may
may also be used for other written communications (e.g. to make a request to appear at a hearing).

Sent by the European e-Justice portal
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