**<<formHeader>>**

In the Country Court Business Centre

Online Civil Money Claims

**Claim number:** <<claimReferenceNumber>>

**Requested:** <<generationDateTime>>

<<cs\_{claimant.isIndividual }>>

**1. Claimant details**

|  |  |
| --- | --- |
| Name | <<claimant.name>> |
| Address | <<cs\_{claimant.primaryAddress.AddressLine1 != null}>>  <<claimant.primaryAddress.AddressLine1>>  <<es\_>>  <<cs\_{claimant.primaryAddress.AddressLine2 != null}>>  <<claimant.primaryAddress.AddressLine2>>  <<es\_>>  <<cs\_{claimant.primaryAddress.AddressLine3 != null}>>  <<claimant.primaryAddress.AddressLine3>>  <<es\_>>  <<cs\_{claimant.primaryAddress.PostTown!= null}>>  <<claimant.primaryAddress.PostTown >>  <<es\_>>  <<cs\_{claimant.primaryAddress.County!= null}>>  <<claimant.primaryAddress.County>>  <<es\_>>  <<cs\_{claimant.primaryAddress.Country!= null}>>  <<claimant.primaryAddress.Country>>  <<es\_>>  <<cs\_{claimant.primaryAddress.PostCode!= null}>>  <<claimant.primaryAddress.PostCode>>  <<es\_>> |
| <<cr\_{claimant.correspondenceAddress.AddressLine1 != null}>> |  |
| Correspondence address | <<cs\_{claimant.correspondenceAddress.AddressLine1 != null}>>  <<claimant.correspondenceAddress.AddressLine1>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.AddressLine2 != null}>>  <<claimant.correspondenceAddress.AddressLine2>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.AddressLine3 != null}>>  <<claimant.correspondenceAddress.AddressLine3>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.PostTown!= null}>>  <<claimant.correspondenceAddress.PostTown >>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.County!= null}>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.PostCode!= null}>>  <<claimant.correspondenceAddress.PostCode>>  <<es\_>> |
| <<er\_>> |  |
| Date of birth | <<{dateFormat(claimant.dateOfBirth, ‘dd MMMM yyyy’, 'dd-MM-yyyy')}>> |
| Telephone number | <<claimant.phone>> |
| Email address | <<claimant.email>> |

<<es\_>>

<<cs\_{claimant.isSoleTrader }>>

**1. Claimant details**

|  |  |
| --- | --- |
| Name | <<claimant.name>> |
| Business name | <<claimant.soleTraderBusinessName>> |
| Address | <<cs\_{claimant.primaryAddress.AddressLine1 != null}>>  <<claimant.primaryAddress.AddressLine1>>  <<es\_>>  <<cs\_{claimant.primaryAddress.AddressLine2 != null}>>  <<claimant.primaryAddress.AddressLine2>>  <<es\_>>  <<cs\_{claimant.primaryAddress.AddressLine3 != null}>>  <<claimant.primaryAddress.AddressLine3>>  <<es\_>>  <<cs\_{claimant.primaryAddress.PostTown!= null}>>  <<claimant.primaryAddress.PostTown >>  <<es\_>>  <<cs\_{claimant.primaryAddress.County!= null}>>  <<claimant.primaryAddress.County>>  <<es\_>>  <<cs\_{claimant.primaryAddress.Country!= null}>>  <<claimant.primaryAddress.Country>>  <<es\_>>  <<cs\_{claimant.primaryAddress.PostCode!= null}>>  <<claimant.primaryAddress.PostCode>>  <<es\_>> |
| <<cr\_{claimant.correspondenceAddress.AddressLine1 != null}>> |  |
| Correspondence address | <<cs\_{claimant.correspondenceAddress.AddressLine1 != null}>>  <<claimant.correspondenceAddress.AddressLine1>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.AddressLine2 != null}>>  <<claimant.correspondenceAddress.AddressLine2>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.AddressLine3 != null}>>  <<claimant.correspondenceAddress.AddressLine3>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.PostTown!= null}>>  <<claimant.correspondenceAddress.PostTown >>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.County!= null}>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.PostCode!= null}>>  <<claimant.correspondenceAddress.PostCode>>  <<es\_>> |
| <<er\_>> |  |
| Telephone number | <<claimant.phone>> |
| Email address | <<claimant.email>> |

<<es\_>>

<<cs\_{claimant.isOrganisation}>>

**1. Claimant details**

|  |  |
| --- | --- |
| Organisation name | <<claimant.name>> |
| Contact person | <<claimant.contactPerson>> |
| Address | <<cs\_{claimant.primaryAddress.AddressLine1 != null}>>  <<claimant.primaryAddress.AddressLine1>>  <<es\_>>  <<cs\_{claimant.primaryAddress.AddressLine2 != null}>>  <<claimant.primaryAddress.AddressLine2>>  <<es\_>>  <<cs\_{claimant.primaryAddress.AddressLine3 != null}>>  <<claimant.primaryAddress.AddressLine3>>  <<es\_>>  <<cs\_{claimant.primaryAddress.PostTown!= null}>>  <<claimant.primaryAddress.PostTown >>  <<es\_>>  <<cs\_{claimant.primaryAddress.County!= null}>>  <<claimant.primaryAddress.County>>  <<es\_>>  <<cs\_{claimant.primaryAddress.Country!= null}>>  <<claimant.primaryAddress.Country>>  <<es\_>>  <<cs\_{claimant.primaryAddress.PostCode!= null}>>  <<claimant.primaryAddress.PostCode>>  <<es\_>> |
| <<cr\_{claimant.correspondenceAddress.AddressLine1 != null}>> |  |
| Correspondence address | <<cs\_{claimant.correspondenceAddress.AddressLine1 != null}>>  <<claimant.correspondenceAddress.AddressLine1>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.AddressLine2 != null}>>  <<claimant.correspondenceAddress.AddressLine2>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.AddressLine3 != null}>>  <<claimant.correspondenceAddress.AddressLine3>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.PostTown!= null}>>  <<claimant.correspondenceAddress.PostTown >>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.County!= null}>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.PostCode!= null}>>  <<claimant.correspondenceAddress.PostCode>>  <<es\_>> |
| Telephone number | <<claimant.phone>> |
| Email address | <<claimant.email>> |
| <<er\_>> |  |

<<es\_>>

<<cs\_{claimant.isCompany}>>

**1. Claimant details**

|  |  |
| --- | --- |
| Company name | <<claimant.name>> |
| Contact person | <<claimant.contactPerson>> |
| Address | <<cs\_{claimant.primaryAddress.AddressLine1 != null}>>  <<claimant.primaryAddress.AddressLine1>>  <<es\_>>  <<cs\_{claimant.primaryAddress.AddressLine2 != null}>>  <<claimant.primaryAddress.AddressLine2>>  <<es\_>>  <<cs\_{claimant.primaryAddress.AddressLine3 != null}>>  <<claimant.primaryAddress.AddressLine3>>  <<es\_>>  <<cs\_{claimant.primaryAddress.PostTown!= null}>>  <<claimant.primaryAddress.PostTown >>  <<es\_>>  <<cs\_{claimant.primaryAddress.County!= null}>>  <<claimant.primaryAddress.County>>  <<es\_>>  <<cs\_{claimant.primaryAddress.Country!= null}>>  <<claimant.primaryAddress.Country>>  <<es\_>>  <<cs\_{claimant.primaryAddress.PostCode!= null}>>  <<claimant.primaryAddress.PostCode>>  <<es\_>> |
| <<cr\_{claimant.correspondenceAddress.AddressLine1 != null}>> |  |
| Correspondence address | <<cs\_{claimant.correspondenceAddress.AddressLine1 != null}>>  <<claimant.correspondenceAddress.AddressLine1>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.AddressLine2 != null}>>  <<claimant.correspondenceAddress.AddressLine2>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.AddressLine3 != null}>>  <<claimant.correspondenceAddress.AddressLine3>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.PostTown!= null}>>  <<claimant.correspondenceAddress.PostTown >>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.County!= null}>>  <<es\_>>  <<cs\_{claimant.correspondenceAddress.PostCode!= null}>>  <<claimant.correspondenceAddress.PostCode>>  <<es\_>> |
| <<er\_>> |  |
| Telephone number | <<claimant.phone>> |
| Email address | <<claimant.email>> |

<<es\_>>

<<cs\_{defendant.isIndividual}>>

**2. Defendant details**

|  |  |
| --- | --- |
| Name | <<defendant.name>> |
| Address | <<cs\_{defendant.primaryAddress.AddressLine1 != null}>>  <<defendant.primaryAddress.AddressLine1>>  <<es\_>>  <<cs\_{defendant.primaryAddress.AddressLine2 != null}>>  <<defendant.primaryAddress.AddressLine2>>  <<es\_>>  <<cs\_{defendant.primaryAddress.AddressLine3 != null}>>  <<defendant.primaryAddress.AddressLine3>>  <<es\_>>  <<cs\_{defendant.primaryAddress.PostTown!= null}>>  <<defendant.primaryAddress.PostTown >>  <<es\_>>  <<cs\_{defendant.primaryAddress.County!= null}>>  <<defendant.primaryAddress.County>>  <<es\_>>  <<cs\_{defendant.primaryAddress.Country!= null}>>  <<defendant.primaryAddress.Country>>  <<es\_>>  <<cs\_{defendant.primaryAddress.PostCode!= null}>>  <<defendant.primaryAddress.PostCode>>  <<es\_>> |
| <<cr\_{defendant.correspondenceAddress.AddressLine1 != null}>> |  |
| Correspondence address | <<cs\_{defendant.correspondenceAddress.AddressLine1 != null}>>  <<defendant.correspondenceAddress.AddressLine1>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.AddressLine2 != null}>>  <<defendant.correspondenceAddress.AddressLine2>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.AddressLine3 != null}>>  <<defendant.correspondenceAddress.AddressLine3>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.PostTown!= null}>>  <<defendant.correspondenceAddress.PostTown >>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.County!= null}>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.PostCode!= null}>>  <<defendant.correspondenceAddress.PostCode>>  <<es\_>> |
| <<er\_>> |  |
| Date of birth | <<{dateFormat(defendant.dateOfBirth, ‘dd MMMM yyyy’, 'dd-MM-yyyy')}>> |
| Telephone number | <<defendant.phone>> |
| Email address | <<defendant.email>> |

<<es\_>>

<<cs\_{defendant.isSoleTrader}>>

**2. Defendant details**

|  |  |
| --- | --- |
| Name | <<defendant.name>> |
| Business name | <<defendant.soleTraderBusinessName>> |
| Address | <<cs\_{defendant.primaryAddress.AddressLine1 != null}>>  <<defendant.primaryAddress.AddressLine1>>  <<es\_>>  <<cs\_{defendant.primaryAddress.AddressLine2 != null}>>  <<defendant.primaryAddress.AddressLine2>>  <<es\_>>  <<cs\_{defendant.primaryAddress.AddressLine3 != null}>>  <<defendant.primaryAddress.AddressLine3>>  <<es\_>>  <<cs\_{defendant.primaryAddress.PostTown!= null}>>  <<defendant.primaryAddress.PostTown >>  <<es\_>>  <<cs\_{defendant.primaryAddress.County!= null}>>  <<defendant.primaryAddress.County>>  <<es\_>>  <<cs\_{defendant.primaryAddress.Country!= null}>>  <<defendant.primaryAddress.Country>>  <<es\_>>  <<cs\_{defendant.primaryAddress.PostCode!= null}>>  <<defendant.primaryAddress.PostCode>>  <<es\_>> |
| <<cr\_{defendant.correspondenceAddress.AddressLine1 != null}>> |  |
| Correspondence address | <<cs\_{defendant.correspondenceAddress.AddressLine1 != null}>>  <<defendant.correspondenceAddress.AddressLine1>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.AddressLine2 != null}>>  <<defendant.correspondenceAddress.AddressLine2>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.AddressLine3 != null}>>  <<defendant.correspondenceAddress.AddressLine3>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.PostTown!= null}>>  <<defendant.correspondenceAddress.PostTown >>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.County!= null}>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.PostCode!= null}>>  <<defendant.correspondenceAddress.PostCode>>  <<es\_>> |
| <<er\_>> |  |
| Telephone number | <<defendant.phone>> |
| Email address | <<defendant.email>> |

<<es\_>>

<<cs\_{defendant.isOrganisation}>>

**2. Defendant details**

|  |  |
| --- | --- |
| Organisation name | <<defendant.name>> |
| Contact person | <<defendant.contactPerson>> |
| Address | <<cs\_{defendant.primaryAddress.AddressLine1 != null}>>  <<defendant.primaryAddress.AddressLine1>>  <<es\_>>  <<cs\_{defendant.primaryAddress.AddressLine2 != null}>>  <<defendant.primaryAddress.AddressLine2>>  <<es\_>>  <<cs\_{defendant.primaryAddress.AddressLine3 != null}>>  <<defendant.primaryAddress.AddressLine3>>  <<es\_>>  <<cs\_{defendant.primaryAddress.PostTown!= null}>>  <<defendant.primaryAddress.PostTown >>  <<es\_>>  <<cs\_{defendant.primaryAddress.County!= null}>>  <<defendant.primaryAddress.County>>  <<es\_>>  <<cs\_{defendant.primaryAddress.Country!= null}>>  <<defendant.primaryAddress.Country>>  <<es\_>>  <<cs\_{defendant.primaryAddress.PostCode!= null}>>  <<defendant.primaryAddress.PostCode>>  <<es\_>> |
| <<cr\_{defendant.correspondenceAddress.AddressLine1 != null}>> |  |
| Correspondence address | <<cs\_{defendant.correspondenceAddress.AddressLine1 != null}>>  <<defendant.correspondenceAddress.AddressLine1>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.AddressLine2 != null}>>  <<defendant.correspondenceAddress.AddressLine2>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.AddressLine3 != null}>>  <<defendant.correspondenceAddress.AddressLine3>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.PostTown!= null}>>  <<defendant.correspondenceAddress.PostTown >>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.County!= null}>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.PostCode!= null}>>  <<defendant.correspondenceAddress.PostCode>>  <<es\_>> |
| <<er\_>> |  |
| Telephone number | <<defendant.phone>> |
| Email address | <<defendant.email>> |

<<es\_>>

<<cs\_{defendant.isCompany}>>

**2. Defendant details**

|  |  |
| --- | --- |
| Company name | <<defendant.name>> |
| Contact person | <<defendant.contactPerson>> |
| Address | <<cs\_{defendant.primaryAddress.AddressLine1 != null}>>  <<defendant.primaryAddress.AddressLine1>>  <<es\_>>  <<cs\_{defendant.primaryAddress.AddressLine2 != null}>>  <<defendant.primaryAddress.AddressLine2>>  <<es\_>>  <<cs\_{defendant.primaryAddress.AddressLine3 != null}>>  <<defendant.primaryAddress.AddressLine3>>  <<es\_>>  <<cs\_{defendant.primaryAddress.PostTown!= null}>>  <<defendant.primaryAddress.PostTown >>  <<es\_>>  <<cs\_{defendant.primaryAddress.County!= null}>>  <<defendant.primaryAddress.County>>  <<es\_>>  <<cs\_{defendant.primaryAddress.Country!= null}>>  <<defendant.primaryAddress.Country>>  <<es\_>>  <<cs\_{defendant.primaryAddress.PostCode!= null}>>  <<defendant.primaryAddress.PostCode>>  <<es\_>> |
| <<cr\_{defendant.correspondenceAddress.AddressLine1 != null}>> |  |
| Correspondence address | <<cs\_{defendant.correspondenceAddress.AddressLine1 != null}>>  <<defendant.correspondenceAddress.AddressLine1>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.AddressLine2 != null}>>  <<defendant.correspondenceAddress.AddressLine2>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.AddressLine3 != null}>>  <<defendant.correspondenceAddress.AddressLine3>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.PostTown!= null}>>  <<defendant.correspondenceAddress.PostTown >>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.County!= null}>>  <<es\_>>  <<cs\_{defendant.correspondenceAddress.PostCode!= null}>>  <<defendant.correspondenceAddress.PostCode>>  <<es\_>> |
| <<er\_>> |  |
| Telephone number | <<defendant.phone>> |
| Email address | <<defendant.email>> |

<<es\_>>

**3. Claim amount details**

|  |  |
| --- | --- |
| Claim amount: | £<<totalClaimAmount>> |
| <<cr\_{ totalInterestAmount != 0}>> |  |
| Interest: | £<<totalInterestAmount>> |
| <<er\_>> |  |
| <<cr\_{ totalInterestAmount == 0}>> |  |
| Interest: | No interest claimed |
| <<er\_>> |  |
| How do you want the defendant to pay: | <<paymentTypeDisplayValue>> |
| <<cr\_{paymentType == ‘IMMEDIATELY’ || paymentType == ‘SET\_DATE’}>> |  |
| When do you want the defendant to pay: | <<{dateFormat(payBy, ‘dd MMMM yyyy’, ‘dd-MM-yyyy’)}>> |
| <<er\_>> |  |
| <<cr\_{ paymentType == ‘REPAYMENT\_PLAN’}>> |  |
| Instalments of: | £<<repaymentPlan.paymentAmount>> |
| When you want them to make first payment: | <<{dateFormat(repaymentPlan.firstRepaymentDate, ‘dd MMMM yyyy’, ‘yyyy-MM-dd’)}>> |
| How often you want them to make this payment: | <<repaymentPlan.paymentFrequencyDisplay>> |
| <<er\_>> |  |

**4. Judgment details**

|  |  |
| --- | --- |
| Judgment amount | £<<ccjJudgmentAmount>> |
| <<cr\_{ ccjInterestToDate != 0 && defendantResponse != ‘PART\_ADMISSION’}>> |  |
| Interest | £<<ccjInterestToDate>> |
| <<er\_>> |  |
| Claim fee | £<<claimFee>> |
| Subtotal | £<<ccjSubtotal>> |
| Amount already paid by defendant | £<<ccjAlreadyPaidAmount>> |
| Total | £<<ccjFinalTotal>> |
|  |  |

**5. Declaration**

|  |  |
| --- | --- |
|  | I declare that the details I have given are true to the best of my knowledge.  <<claimant.name>>  <<{dateFormat(generationDate, ‘dd MMMM yyyy’, 'dd-MM-yyyy')}>> |