|  |  |  |  |
| --- | --- | --- | --- |
| A picture containing text  Description automatically generated | Directions questionnaire  Claim number: <<referenceNumber>> | |  |
| Case name: <<caseName>> | | |
|  |  | |
|  | Received: <<{dateFormat(submittedOn, ‘d MMMM yyyy’, ‘dd-MM-yyyy’)}>> | |

Claimant’s details

|  |  |
| --- | --- |
| **Name** | <<applicant.name>> |
| **Address** | <<cs\_{applicant.primaryAddress.AddressLine1!=null}>><<applicant.primaryAddress.AddressLine1>><<es\_>><<cs\_{!isBlank(applicant.primaryAddress.AddressLine2)}>>  <<applicant.primaryAddress.AddressLine2>><<es\_>><<cs\_{!isBlank(applicant.primaryAddress.AddressLine3)}>>  <<applicant.primaryAddress.AddressLine3>><<es\_>><<cs\_{!isBlank(applicant.primaryAddress.PostTown)}>>  <<applicant.primaryAddress.PostTown>><<es\_>>  <<applicant.primaryAddress.PostCode>><<cs\_{!isBlank(applicant.primaryAddress.Country)}>>  <<applicant.primaryAddress.Country>><<es\_>> |
| **Phone number** | <<cs\_{isBlank(applicant.phoneNumber)}>>Not Provided<<else>><< applicant.phoneNumber >><<es\_>> |
| **Email address** | <<cs\_{isBlank(applicant.emailAddress)}>>Not Provided<<else>><< applicant.emailAddress >><<es\_>> |
| <<cr\_{applicant1LiPCorrespondenceAddress.AddressLine1!=null}>> |  |
| **Correspondence Address** | <<cs\_{applicant1LiPCorrespondenceAddress.AddressLine1!=null}>><<applicant1LiPCorrespondenceAddress.AddressLine1>><<es\_>><<cs\_{!isBlank(applicant1LiPCorrespondenceAddress.AddressLine2)}>>  <<applicant1LiPCorrespondenceAddress.AddressLine2>><<es\_>><<cs\_{!isBlank(applicant1LiPCorrespondenceAddress.AddressLine3)}>>  <<applicant1LiPCorrespondenceAddress.primaryAddress.AddressLine3>><<es\_>><<cs\_{!isBlank(applicant1LiPCorrespondenceAddress.PostTown)}>>  <<applicant1LiPCorrespondenceAddress.PostTown>><<es\_>>  <<applicant1LiPCorrespondenceAddress.PostCode>><<cs\_{!isBlank(applicant1LiPCorrespondenceAddress.Country)}>>  << applicant1LiPCorrespondenceAddress.Country>><<es\_>> |
| **<<er\_>>** |  |

Defendant’s details

|  |  |  |
| --- | --- | --- |
| **<<rr\_respondents>>** | | |
| **<<cs\_{$size>1}>> Defendant <<$itemnum>><<es\_>>** | | |
| **Name** | | <<name>> |
| **Address** | | <<cs\_{primaryAddress.AddressLine1!=null}>><<primaryAddress.AddressLine1>><<es\_>><<cs\_{!isBlank(primaryAddress.AddressLine2)}>>  <<primaryAddress.AddressLine2>><<es\_>><<cs\_{!isBlank(primaryAddress.AddressLine3)}>>  <<primaryAddress.AddressLine3>><<es\_>><<cs\_{!isBlank(primaryAddress.PostTown)}>>  << primaryAddress.PostTown>><<es\_>>  <<primaryAddress.PostCode>><<cs\_{!isBlank(primaryAddress.Country)}>>  << primaryAddress.Country>><<es\_>> |
| **Phone number** | | <<cs\_{isBlank(phoneNumber)}>>Not Provided<<else>><<phoneNumber >><<es\_>> |
| **Email address** | | <<cs\_{isBlank(emailAddress)}>>Not Provided<<else>><<emailAddress>><<es\_>> |
| **<<er\_respondents>>** | |  |
| <<cr\_{respondent1LiPCorrespondenceAddress.AddressLine1!=null}>> | |  |
| **Correspondence Address** | <<cs\_{respondent1LiPCorrespondenceAddress.AddressLine1!=null}>><<respondent1LiPCorrespondenceAddress.AddressLine1>><<es\_>><<cs\_{!isBlank(respondent1LiPCorrespondenceAddress.AddressLine2)}>>  <<respondent1LiPCorrespondenceAddress.AddressLine2>><<es\_>><<cs\_{!isBlank(respondent1LiPCorrespondenceAddress.AddressLine3)}>>  <<respondent1LiPCorrespondenceAddress.primaryAddress.AddressLine3>><<es\_>><<cs\_{!isBlank(respondent1LiPCorrespondenceAddress.PostTown)}>>  <<respondent1LiPCorrespondenceAddress.PostTown>><<es\_>>  <<respondent1LiPCorrespondenceAddress.PostCode>><<cs\_{!isBlank(respondent1LiPCorrespondenceAddress.Country)}>>  <<respondent1LiPCorrespondenceAddress.Country>><<es\_>> | | |
| **<<er\_>>** |  | | |

About Hearing

|  |  |
| --- | --- |
| **<<cr\_**{**lipExtraDQ.determinationWithoutHearingRequired!=null}>>** |  |
| **Do you consider that this claim is suitable for determination without a hearing, i.e. by a judge reading and considering the case papers, witness statements and other documents filed by the parties, making a decision, and giving a note of reasons for that decision?** | << lipExtraDQ.determinationWithoutHearingRequired>> |
| <<cr\_{lipExtraDQ.determinationWithoutHearingReason!=null}>> |  |
| **If not, please state why not.** | << lipExtraDQ.determinationWithoutHearingReason >> |
| <<er\_>> |  |
| **<<er\_>>** |  |

|  |  |
| --- | --- |
| **<<cr\_{lipExtraDQ.triedToSettle!=null}>>** |  |
|  |  |
|  |  |
| **Have you tried to settle this claim before going to court?** | << lipExtraDQ.triedToSettle>> |
| **Do you want an extra 4 weeks to try to settle the claim?** | << lipExtraDQ.requestExtra4weeks >> |
| **Are there any documents the other party has that you want the court to consider?** | <<lipExtraDQ.considerClaimantDocuments>> |
| **<<cr\_{lipExtraDQ.considerClaimantDocumentsDetails!=null}>>** |  |
| **Give details of the documents** | <<lipExtraDQ.considerClaimantDocumentsDetails>> |
| **<<er\_>>** |  |
|  |  |
| **<<er\_>>** |  |

<<cs\_{fixedRecoverableCosts.isSubjectToFixedRecoverableCostRegime!=null}>>  
Complexity banding

|  |  |
| --- | --- |
| **Is this claim subject to the Fixed Recoverable Cost Regime requiring the court to determine a complexity band?** | <<fixedRecoverableCosts.isSubjectToFixedRecoverableCostRegime>> |

<<cs\_{ fixedRecoverableCosts.isSubjectToFixedRecoverableCostRegime ='Yes'}>>

|  |  |
| --- | --- |
| **Which complexity band do you believe this claim falls into?** | <<fixedRecoverableCosts.bandText>> |
| **Has this complexity band been agreed with the other party?** | <<fixedRecoverableCosts.complexityBandingAgreed>> |
|  |  |
|  |  |

<<es\_>>

|  |  |
| --- | --- |
| **Reasons** | <<cs\_{isBlank(fixedRecoverableCosts.reasons)}>>Not Provided<<else>><< fixedRecoverableCosts.reasons>><<es\_>> |

<<es\_>>

<<cs\_{allocatedTrack='INTERMEDIATE\_CLAIM'|| allocatedTrack='MULTI\_CLAIM'}>>

<<cs\_{disclosureOfElectronicDocuments.reachedAgreement!=null || disclosureOfNonElectronicDocuments.bespokeDirections!=null}>>

Electronic documents

<<cs\_{disclosureOfElectronicDocuments.reachedAgreement!=null}>>

|  |  |
| --- | --- |
| **Have you reached agreement, either using the Electronic Documents Questionnaire in Practice Direction 31B or otherwise, about the scope and extent of disclosure of electronic documents on each side?** | <<disclosureOfElectronicDocuments.reachedAgreement>> |

<<es\_>>

<<cs\_{disclosureOfElectronicDocuments.reachedAgreement ='No' && disclosureOfElectronicDocuments.agreementLikely='No' }>>

|  |  |
| --- | --- |
| **Explain why not** | <<disclosureOfElectronicDocuments.reasonForNoAgreement>> |

<<es\_>>

<<cs\_{disclosureOfNonElectronicDocuments.bespokeDirections!=null}>>

|  |  |
| --- | --- |
| **Enter your preferred directions for disclosure** | <<disclosureOfNonElectronicDocuments.bespokeDirections>> |

<<es\_>>

<<es\_>>

<<cs\_{documentsToBeConsidered.hasDocumentsToBeConsidered!=null}>>

<<documentsToBeConsidered.sectionHeading>>

|  |  |
| --- | --- |
| **<<documentsToBeConsidered.question>>** | <<documentsToBeConsidered.hasDocumentsToBeConsidered>> |

<<cs\_{'Yes'=documentsToBeConsidered.hasDocumentsToBeConsidered }>>

|  |  |
| --- | --- |
| **Please give details** | << documentsToBeConsidered.details>> |

<<es\_>>

<<es\_>>

<<es\_>>

Experts

|  |  |
| --- | --- |
| **<<cr\_{lipExperts.caseNeedsAnExpert==null}>>** |  |
| **Do you want to use an expert?** | <<experts.expertRequired>> |
| **<<er\_>>** |  |
| **<<cr\_{lipExperts.caseNeedsAnExpert!=null}>>** |  |
| **Does the case need an expert?** | << lipExperts.caseNeedsAnExpert>> |
| **<<er\_>>** |  |

<<cs\_{experts.expertRequired='Yes'}>>

|  |  |
| --- | --- |
| **Have you already sent expert reports or similar to other parties?** | <<cs\_{isBlank(experts.expertReportsSent)}>>Not Provided<<else>><<experts.expertReportsSent>><<es\_>> |
| **Do you think the case is suitable for a single joint expert?** | <<cs\_{isBlank(experts.jointExpertSuitable)}>>Not Provided<<else>><<experts.jointExpertSuitable>><<es\_>> |
| <<rr\_experts.details>> | |
| Expert <<$itemnum>> | |
| **Expert’s name** | <<cs\_{isBlank(firstName)}>>Not Provided<<else>><< firstName>> <<lastName>><<es\_>> |
| **Expert’s phone number** | <<cs\_{isBlank(phoneNumber)}>>Not Provided<<else>><<phoneNumber>><<es\_>> |
| **Expert’s email address** | <<cs\_{isBlank(emailAddress)}>>Not Provided<<else>><<emailAddress>><<es\_>> |
| **Field of expertise** | <<cs\_{isBlank(fieldOfExpertise)}>>Not Provided<<else>><<fieldOfExpertise>><<es\_>> |
| **Why you need this expert** | <<cs\_{isBlank(whyRequired)}>>Not Provided<<else>><<whyRequired>><<es\_>> |
| **Cost** | <<cs\_{isBlank(formattedCost)}>>Not Provided<<else>><<formattedCost>><<es\_>> |
| <<er\_experts.details>> | |

<<es\_>>

<<cs\_ { lipExperts.caseNeedsAnExpert=’Yes’}>>

|  |  |
| --- | --- |
| **Have you already got a report written by an expert?** | << lipExperts.expertReportRequired >> |

<<cs\_{ lipExperts.expertReportRequired=’Yes’}>>

|  |  |
| --- | --- |
| <<rr\_ lipExperts.details>> | |
| Report <<$itemnum>> | |
| **Expert’s name** | <<expertName>> |
| **When is the report dated?** | <<reportDate>> |
| <<er\_ lipExperts.details>> |  |

<<else>>

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **Do you want to ask for the court’s permission to use an expert?** | << experts.expertRequired >> | | **Does the claim involve something an expert can still examine?** | <<experts.expertRequired>> | | **What is there to examine?** | << lipExperts.expertCanStillExamineDetails>> | | |
| <<rr\_experts.details>> | |
| Expert <<$itemnum>> | |
| **Expert’s name** | <<cs\_{isBlank(firstName)}>>Not Provided<<else>><< firstName>> <<lastName>><<es\_>> |
| **Expert’s phone number** | <<cs\_{isBlank(phoneNumber)}>>Not Provided<<else>><<phoneNumber>><<es\_>> |
| **Expert’s email address** | <<cs\_{isBlank(emailAddress)}>>Not Provided<<else>><<emailAddress>><<es\_>> |
| **Field of expertise** | <<cs\_{isBlank(fieldOfExpertise)}>>Not Provided<<else>><<fieldOfExpertise>><<es\_>> |
| **Why you need this expert** | <<cs\_{isBlank(whyRequired)}>>Not Provided<<else>><<whyRequired>><<es\_>> |
| **Cost** | <<cs\_{isBlank(formattedCost)}>>Not Provided<<else>><<formattedCost>><<es\_>> |
| <<er\_experts.details>> | |

<<es\_>>

<<es\_>>

Witnesses

|  |  |
| --- | --- |
| **Are there witnesses who should attend the hearing?** | <<witnesses.witnessesToAppear>> |
| <<rr\_witnesses.details>> | |
| Witness <<$itemnum>> | |
| **Name** | <<cs\_{isBlank(firstName)}>>Not Provided<<else>><< firstName>> <<lastName>><<es\_>> |
| **Phone number** | <<cs\_{isBlank(phoneNumber)}>>Not Provided<<else>><<phoneNumber>><<es\_>> |
| **Email address** | <<cs\_{isBlank(emailAddress)}>>Not Provided<<else>><<emailAddress>><<es\_>> |
| **What are they a witness to?** | <<reasonForWitness>> |
| <<er\_witnesses.details>> | |

Language

|  |  |
| --- | --- |
| **What language will you, your experts or witnesses speak at the hearing?** | <<welshLanguageRequirements.court>> |
| **What language will the documents be provided in?** | <<welshLanguageRequirements.documents>> |

Hearing

|  |  |
| --- | --- |
| **Are there any days within the next 12 months when you, your client, an expert, or a witness couldn’t attend a hearing?** | <<hearing.unavailableDatesRequired>> |

<<cs\_{hearing.unavailableDates.size>0}>>

|  |  |
| --- | --- |
| Dates unavailable | |
| <<rr\_hearing.unavailableDates>> | |
|  | <<cs\_{toDate ==null}>>  <<{dateFormat(date, ‘d MMMM yyyy’, ‘yyyy-MM-dd’)}>>  <<else>>  From <<{dateFormat(fromDate, ‘d MMMM yyyy’, ‘yyyy-MM-dd’)}>> to <<{dateFormat(toDate, ‘d MMMM yyyy’, ‘yyyy-MM-dd’)}>>  <<es\_>> |
| <<er\_hearing.unavailableDates>> | |

<<es\_>>

|  |  |
| --- | --- |
| **Do you want to ask for a telephone or video hearing?** | <<lipExtraDQ.wantPhoneOrVideoHearing>> |
| **<<cr\_{lipExtraDQ.wantPhoneOrVideoHearing=’Yes’}>>** |  |
| **Tell us why you want a telephone or video hearing** | << lipExtraDQ.whyPhoneOrVideoHearing>> |
| **<<er\_>>** |  |

Court location

|  |  |
| --- | --- |
| **Do you want the hearing held at a specific court?**  **Preferred court** | <<requestedCourt.requestHearingAtSpecificCourt>>  <<requestedCourt.responseCourtName>> |
| **Explain your reasons** | <<requestedCourt.reasonForHearingAtSpecificCourt>> |

Additional support

|  |  |
| --- | --- |
| 1. **Do you believe you, or a witness who will give evidence on your behalf are vulnerable?** | <<vulnerabilityQuestions.vulnerabilityAdjustmentsRequired>> |
| 1. **If you have answered “Yes” to question 1, how are you or the witness vulnerable and what support or adjustments do you want the court to consider?** | <<cs\_{ vulnerabilityQuestions.vulnerabilityAdjustmentsRequired=‘Yes’}>><<vulnerabilityQuestions.vulnerabilityAdjustments>><<es\_>> |
| **<<rr\_hearingLipSupportRequirements>>** |  |
| Person <<$itemnum>> |  |
| **Name** | <<name>> |
| <<rr\_ requirements>> |  |
| **<<$itemnum>>.Support required** | <<requirement>> |
| <<er\_ requirements >> |  |
| **<<er\_hearingLipSupportRequirements>>** |  |

Additional information

|  |  |
| --- | --- |
| **Do you intend to make any applications in the future?** | <<furtherInformation.futureApplications>> |

<<cs\_{furthterInformation.futureApplications='Yes'}>>

|  |  |
| --- | --- |
| **What for?** | <<furtherInformation.reasonForFutureApplications>> |

<<es\_>>

|  |  |
| --- | --- |
| **Provide any other information that the judge may need** | <<cs\_{isBlank(furtherInformation.otherInformationForJudge)}>>Not Provided<<else>><<furtherInformation.otherInformationForJudge>><<es\_>> |

Statement of truth

I believe the facts stated in this response are true. I understand that proceedings for contempt of court may be brought against anyone who makes, or causes to be made, a false statement in a document verified by a statement of truth without an honest belief in its truth.

<<lipStatementOfTruthName >>

<<{dateFormat(generationDate, ‘dd MMMM yyyy’, 'dd-MM-yyyy')}>>