|  |  |  |  |
| --- | --- | --- | --- |
| page1image59464816 | Directions questionnaire  Claim number: <<referenceNumber>> | | page1image59464608 |
| Case name: <<caseName>> | | |
| Claimant ref: <<solicitorReferences.applicantSolicitor1Reference>> |  | |
| Defendant ref: <<solicitorReferences.respondentSolicitor1Reference>> | Received: <<{dateFormat(submittedOn, ‘d MMMM yyyy’, ‘dd-MM-yyyy’)}>> | |

First 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)}>><<applicant.phoneNumber>><<else>>Not Provided<<es\_>> |
| **Email address** | <<cs\_{!isBlank(applicant.emailAddress)}>><<applicant.emailAddress>><<else>>Not Provided<<es\_>> |
| **Litigation friend** | <<cs\_{!isBlank(applicant.litigationFriendName)}>><< applicant.litigationFriendName>><<else>><<applicant.litigationFriendFirstName>> <<applicant.litigationFriendLastName>><<es\_>> |
| **Litigation friend phone number** | <<cs\_{!isBlank(applicant.litigationFriendPhoneNumber)}>><<applicant.litigationFriendPhoneNumber>><<else>>Not Provided<<es\_>> |
| **Litigation friend email** | <<cs\_{!isBlank(applicant.litigationFriendEmailAddress)}>><<applicant.litigationFriendEmailAddress>><<else>>Not Provided<<es\_>> |

Second Claimant’s details

|  |  |
| --- | --- |
| **Name** | <<applicant2.name>> |
| **Address** | <<cs\_{applicant2.primaryAddress.AddressLine1!=null}>><<applicant2.primaryAddress.AddressLine1>><<es\_>><<cs\_{!isBlank(applicant2.primaryAddress.AddressLine2)}>>  <<applicant2.primaryAddress.AddressLine2>><<es\_>><<cs\_{!isBlank(applicant2.primaryAddress.AddressLine3)}>>  <<applicant2.primaryAddress.AddressLine3>><<es\_>><<cs\_{!isBlank(applicant2.primaryAddress.PostTown)}>>  <<applicant2.primaryAddress.PostTown>><<es\_>>  <<applicant2.primaryAddress.PostCode>><<cs\_{!isBlank(applicant2.primaryAddress.Country)}>>  <<applicant2.primaryAddress.Country>><<es\_>> |
| **Phone number** | <<cs\_{!isBlank(applicant2.phoneNumber)}>><<applicant2.phoneNumber>><<else>>Not Provided<<es\_>> |
| **Email address** | <<cs\_{!isBlank(applicant2.emailAddress)}>><<applicant2.emailAddress>><<else>>Not Provided<<es\_>> |
| **Litigation friend** | <<cs\_{!isBlank(applicant2.litigationFriendName)}>><< applicant2.litigationFriendName>><<else>><<applicant2.litigationFriendFirstName>> <<applicant2.litigationFriendLastName>><<es\_>> |
| **Litigation friend phone number** | <<cs\_{!isBlank(applicant2.litigationFriendPhoneNumber)}>><<applicant2.litigationFriendPhoneNumber>><<else>>Not Provided<<es\_>> |
| **Litigation friend email** | <<cs\_{!isBlank(applicant2.litigationFriendEmailAddress)}>><<applicant2.litigationFriendEmailAddress>><<else>>Not Provided<<es\_>> |

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)}>><<phoneNumber>><<else>>Not Provided<<es\_>> |
| **Email** | <<cs\_{!isBlank(emailAddress)}>><<emailAddress>><<else>>Not Provided<<es\_>> |
| **Litigation friend** | <<cs\_{!isBlank(litigationFriendName)}>><<litigationFriendName>><<else>><<litigationFriendFirstName>> <<litigationFriendLastName>><<es\_>> |
| **Litigation friend phone number** | <<cs\_{!isBlank(litigationFriendPhoneNumber)}>><<litigationFriendPhoneNumber>><<else>>Not Provided<<es\_>> |
| **Litigation friend email** | <<cs\_{!isBlank(litigationFriendEmailAddress)}>><<litigationFriendEmailAddress>><<else>>Not Provided<<es\_>> |
| Defendant’s legal representative | |
| **Organisation name** | <<representative.organisationName>> |
| **Address** | <<cs\_{!isBlank(representative.serviceAddress.AddressLine1)}>><<representative.serviceAddress.AddressLine1>><<es\_>><<cs\_{!isBlank(representative.serviceAddress.AddressLine2)}>>  <<representative.serviceAddress.AddressLine2>><<es\_>><<cs\_{!isBlank(representative.serviceAddress.AddressLine3)}>>  <<representative.serviceAddress.AddressLine3>><<es\_>><<cs\_{!isBlank(representative.serviceAddress.PostTown)}>>  <<representative.serviceAddress.PostTown>><<es\_>>  <<representative.serviceAddress.PostCode>><<cs\_{!isBlank(representative.serviceAddress.Country)}>>  << representative.serviceAddress.Country>><<es\_>> |
| **Email address** | <<representative.emailAddress>> |
| **Phone number** | <<representative.phoneNumber>> |
| **DX address** | <<representative.dxAddress>> |
| **<<er\_respondents>>** | |

<<cs\_{allocatedTrack!='SMALL\_CLAIM'}>>

Directions

|  |  |
| --- | --- |
| **I confirm that I have explained to my client that they must try to settle, the available options, and the possibility of costs sanctions if they refuse.** | |
| **Do you want a one-month stay to try to settle the claim?** | <<fileDirectionsQuestionnaire.oneMonthStayRequested>> |
| **Have you complied with the pre-action protocol?** | <<fileDirectionsQuestionnaire.reactionProtocolCompliedWith>> |

<<cs\_{fileDirectionsQuestionnaire.reactionProtocolCompliedWith='No'}>>

|  |  |
| --- | --- |
| **Explain why not** | <<fileDirectionsQuestionnaire.reactionProtocolNotCompliedWithReason>> |

<<es\_>><<es\_>>  
<<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='MULTI\_CLAIM'}>>

Electronic documents

|  |  |
| --- | --- |
| **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>> |

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

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

<<es\_>>

<<cs\_{disclosureOfNonElectronicDocuments.directionsForDisclosureProposed='Yes' && disclosureOfNonElectronicDocuments.standardDirectionsRequired=No}>>

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

<<es\_>>

<<es\_>>

Experts

|  |  |
| --- | --- |
| **Do you want to use an expert?** | <<experts.expertRequired>> |

<<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)}>><<phoneNumber>><<else>>Not Provided<<es\_>> |
| **Expert’s email address** | <<cs\_{!isBlank(emailAddress)}>><<emailAddress>><<else>>Not Provided<<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\_>>

Witnesses

|  |  |
| --- | --- |
| **Do you have witnesses you want to appear at the hearing?** | <<witnesses.witnessesToAppear>> |
| <<rr\_witnesses.details>> | |
| Witness <<$itemnum>> | |
| **Name** | <<firstName>> <<lastName>> |
| **Phone number** | <<cs\_{!isBlank(phoneNumber)}>><<phoneNumber>><<else>>Not Provided<<es\_>> |
| **Email address** | <<cs\_{!isBlank(emailAddress)}>><<emailAddress>><<else>>Not Provided<<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 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\_{date!=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\_>>

Court location

|  |  |
| --- | --- |
| **Preferred court** | << requestedCourt.responseCourtName >> |
| **Reason** | << requestedCourt.reasonForHearingAtSpecificCourt >> |

Draft directions

|  |
| --- |
| See Draft-directions.pdf available from MyHMCTS. |

Additional support

|  |  |
| --- | --- |
| **Do you believe you, or a witness who will give evidence on your behalf are vulnerable?** | <<vulnerabilityQuestions.vulnerabilityAdjustmentsRequired>> |
| **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?** | << vulnerabilityQuestions.vulnerabilityAdjustments>> |
| **Support required** | <<cs\_{!isBlank(support.supportRequirementsAdditional)}>><<support.supportRequirementsAdditional>><<else>>Not Provided<<es\_>> |

Your answers to the questions above will enable the court and the judge, to consider what steps, adjustments or support can be arranged.

You are reminded that a copy of this directions questionnaire will be shared with all other parties.

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

|  |  |
| --- | --- |
| <<statementOfTruthText>> | |
|  | |
| **Name** | <<statementOfTruth.name>> |
| **Role** | <<statementOfTruth.role>> |