



## HM Courts & Tribunals Service

Courts and Tribunals Service Centre  
c/o HMCTS Digital Divorce  
PO Box 12706  
Harlow  
CM20 9QT  
Email: [divorcecase@justice.gov.uk](mailto:divorcecase@justice.gov.uk)  
Phone: 0300 303 0642 (Monday to Friday 8am to 8pm, Saturday 8am to 2pm)

Jane Jamed  
82 Landor Road  
London  
SW9 9PE

**Notice of proceedings**  
Case number: LV17D80100

05 February 2018

Dear Jane Jamed,

Your wife **Łukasz John Smith** has applied for a divorce.

**You need to respond within 7 working days from receipt of this letter.** If you don't respond, your wife can ask the court to move the divorce forwards without you. You may have to pay extra fees if this happens.

If you are a respondent living outside of England and Wales, then you may have more days to reply to this divorce. Please refer to the link below:

[AOS for Respondent Abroad Time Frames out of Jurisdiction](#)

### How to respond

1. Read the application for divorce
2. Go to [www.gov.uk/respond-divorce-application](http://www.gov.uk/respond-divorce-application)
3. Create an account or sign in using your email address
4. Enter this reference number: 1517-8337-5887-0511
5. Enter your access code: 4321

Please contact us if you can't use the online service for any reason, or if the 7 working days have passed.

### Getting help

The online service is written in plain English and designed to be used by citizens. You can find further guidance at:

- [www.gov.uk/divorce](http://www.gov.uk/divorce)
- Citizens Advice ([www.citizensadvice.org.uk/family/ending-a-relationship/](http://www.citizensadvice.org.uk/family/ending-a-relationship/))

- Advicenow ([www.advicenow.org.uk/divorce](http://www.advicenow.org.uk/divorce))
- Personal Support Unit ([www.thepsu.org](http://www.thepsu.org))

If you disagree with your wife about these arrangements it is usually cheaper and quicker to resolve this through mediation, rather than through the courts. You can find more information about mediation at [www.familymediationcouncil.org.uk](http://www.familymediationcouncil.org.uk).

You must tell us if you've been married to more than one person during this marriage (polygamy).

**You must only sign in to this service if you are Jane Jamed. You could be fined or imprisoned for contempt of court if you access this service illegally.**

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