**ORDER In the County Court at <<region.centre>>**

**District Judge <<judicialLastName>>**

Case number:

<<referenceNumber>>

**Parties <<{toUpperCase(****claimantProvidedName)}>>** Claimant

**<<{toUpperCase(partyName)}>>** Defendant

On <<{dateFormat(orderDate, ‘dd MMMM yyyy’ , ‘ddmmyyyy’)}>>

District Judge <<judicialLastName>> sitting at County Court <<region.centre>><<region.address>>

**The court has stated:**

<<cs\_{directions1isIncludedinOrder}>> <<directions1directionText>> <<es\_>>

<<cs\_{directions2isIncludedinOrder}>> <<directions2directionText>> <<es\_>>

<<cs\_{directions3isIncludedinOrder}>> <<directions3directionText>> <<es\_>>

**ordered that**

1. The case is allocated to the <<caseRoute>>.

The following steps must be taken as shown:

|  |  |
| --- | --- |
|  | **Step to be taken** |
| 2 | The Defendant must send to the court (serve) and to <<claimantProvidedName>> the defence.  The defence must:   * Tell the court which parts of the claim are agreed, which are denied and which she does not know about. * Set out the against each paragraph in the Particulars of Claim the Defendant’s response to the paragraph. * Set out any extra information about the claim that the Defendant wishes to tell the court about. |
| 3 | The Claimant <<claimantProvidedName>> must send to the other side and the court your own witness statement and also witness statements from anyone who might support your case and   1. Attach to your witness statements all the documents that you wish to rely on at court in date order 2. Number each page of the documents that are attached to the witness statement 3. Attach a front page saying “These are the documents attached to the witness statement of [insert your name] dated [insert date of witness statement]. |
| 4 | The Defendant <<partyName>> must send to the other side and the court your own witness statement and also witness statements from anyone who might support your case and   1. Attach to your witness statements all the documents that you wish to rely on at court in date order 2. Number each page of the documents that are attached to the witness statement 3. Attach a front page saying “These are the documents attached to the witness statement of [insert your name] dated [insert date of witness statement]. |
| 5 | The Claimant must send to <<partyName>> copies of their housing file. |
| 6 | You should bring the following to court on the day of the hearing:   1. The original documents sent to the court in compliance with paragraphs 3 or 4 above. 2. Your original witness statements sent to the court in compliance with paragraph 3 or 4 above. 3. Any witnesses whose statements you have sent under paragraph 3 or 4. |

<<ref:noHearingTerms.docx>>

<<ref:warning.docx>>