Notice of Admission
(unspecified amount)

Name of court	
Claim No.	
Claimant (including ref)	
Defendant (including ref)	
Defendant's date of birth	
Date	

To the Claimant['s Solicitor]

Important notes for claimant

- Enclosed with this notice is a copy of the defendant's admission of your claim (form N9C).
- You must tick either A or C **or** complete B and E and return the form to the court **on or before [ ]**. At the same time you must send a copy to the defendant. If you do not return the form by this date, your claim will be stayed.No further action will be taken by the court until the form is received.
- Remember to sign and date the notice.

A ☐ **I DO NOT accept the amount offered by the defendant in satisfaction of my claim. I wish judgment to be entered for an amount to be decided by the court.**

The court will enter judgment and refer the court file to a judge for directions for management of the case. You and the defendant will be sent a copy of the court's order.

B ☐ **I ACCEPT the amount admitted by the defendant in satisfaction of my claim**

Tick only **one** box and follow the instructions given.

☐ **I accept the defendant's proposal for payment**

Complete all the judgment details at E. The court will enter judgment in accordance with the offer and will send the defendant an order to pay. You will also be sent a copy.

☐ **I do NOT accept the defendant's proposal for payment**

Complete all the judgment details at E and say how you want the defendant to pay. Give your reasons for objecting to the defendant's offer of payment in the space opposite. (Continue on the back of this form if necessary.) The court will fix a rate of payment and send the defendant an order to pay. You will also be sent a copy.

C ☐ **The defendant has admitted liability but has not made any proposal for payment**

The court will enter judgment and refer the court file to a judge for directions for management of the case. You and the defendant will be sent a copy of the court's order.

D

☐ Defendant's date of birth is not stated in the form of reply but is known to the claimant as

D	D	M	M	Y	Y	Y	Y

☐ Defendant's date of birth is not stated in the form of reply and is not known to the claimant.

E Judgment details

If you are not accepting the defendant's proposal for payment, say how you would like judgment to be paid.

I would like the judgment to be paid

☐ (immediately)

☐ (by instalments of £ per month)

☐ (in full by .....)

Enter amounts as shown

	£	
Amount of offer		
Court fees entered on claim		
Solicitor's costs (if any) on issuing claim		
Solicitor's costs (if any) on entering judgment		
Sub Total		
Deduct amount (if any) paid since issue		
Balance payable by defendant		

I certify that the information given is correct

Signed ..... **Dated** .....