

Pre-trial review questionnaire

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To be completed by, or on behalf of,

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who is [1st][2nd][3rd][] [Claimant] [Defendant]
[Part 20 claimant] in this claim

In the County Court
High Court of Justice
Business and Property Division
Technology and Construction Court

Claim No.

**Last date for filing
with court office**

Assigned judge

- The judge will use the information which you and the other party(ies) provide to conduct a pre-trial review
- If you do not complete and return the questionnaire the judge may
 - make an order which leads to your statement of case (claim or defence) being struck out.
 - conduct the pre-trial review without it. You may be ordered to pay (immediately) the other parties' costs of attending.

A Directions complied with

1. Have you complied with all the previous directions given by the court? ☐ Yes ☐ No
2. If no, please explain which directions are outstanding and why

Directions outstanding	Reasons directions outstanding

3. Are any further directions required to prepare the case for trial? ☐ Yes ☐ No
(If no go to section B)
4. If yes, please explain directions required and give reasons

Directions required	Reasons required

B Experts

☐ Yes

☐ No
(If no go to section C)

2. If yes, please give name and field of expertise.

Name of expert	Whether joint expert <i>(please tick, if appropriate)</i>	Field of expertise
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☐ Yes☐ No☐ Yes☐ No☐ Yes☐ No

*(If yes go to
Section C)*

☐ Yes☐ No☐ Yes

☐ No
(If no go to
section C)

8. If yes, give your reasons for seeking permission.

[illegible]

9. If yes, what are the names, addresses and fields of expertise of your experts?

Expert 1	Expert 2	Expert 3	Expert 4
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10. Please give details of any dates within the trial period when your expert(s) will not be available.

Name of expert	Dates not available
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C Other witnesses

(If you are not calling other witnesses go to section D)

- 1. How many other witnesses (including yourself) will be giving evidence on your behalf at the trial? (do not include experts - see section B above)**

(Give number)

- 2. What are the names and addresses of your witnesses?**

Witness 1	Witness 2	Witness 3	Witness 4

- 3. Please give details of any dates within the trial period when you or your witnesses will not be available?**

Name of witness	Dates not available

- 4. Are any of the witness statements agreed?**

☐ Yes

☐ No

(If no go to question C6)

- 5. If yes, give the name of the witness and the date of his or her statement**

Name of witness	Date of statement

- 6. Do you or any of your witnesses need any special facilities?**

☐ Yes

☐ No

(If no go to question C8)

- 7. If yes, what are they?**

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- 8. Will any of your witnesses be provided with an interpreter?**

☐ Yes

☐ No

(If no go to section D)

- 9. If yes, say what type of interpreter e.g. language (stating which), deaf/blind etc.**

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D Legal representation

1. Who will be presenting your case at the hearing or trial? ☐ You ☐ Solicitor ☐ Counsel
2. Please give details of any dates within the trial period when the person presenting your case will not be available.

Name	Dates not available
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E Other matters

1. How long do you estimate the whole trial will take, excluding judgment?

Minutes	Hours	Days
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2. What is the estimated number of pages of evidence to be included in the trial bundle?

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(please give number)

3. Please provide a case summary and proposals (agreed if possible) for directions to be given.

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Signed

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Claimant/defendant or Counsel/Solicitor for the claimant/defendant

Dated

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