

# Application Notice

- You must complete Parts A **and** B, **and** Part C if applicable
- Send any relevant fee and the completed application notice to the court with any draft order, witness statement or other evidence
- It is for you (and not the court) to serve this application notice

## You should provide this information for listing the application

Time estimate (hours) (mins)

Is this agreed by all parties?  Yes  No

Please always refer to the Commercial Court Guide for details of how applications should be prepared and will be heard, or in a small number of exceptional cases can be dealt with on paper.

## Part A

1. Where there is more than one claimant or defendant, specify which claimant or defendant (The claimant)(The defendant)<sup>(1)</sup>

2. State clearly what order you are seeking (if there is room) or otherwise refer to a draft order (which must be attached) intend(s) to apply for an order (a draft of which is attached) that<sup>(2)</sup>

3. Briefly set out why you are seeking the order. Identify any rule or statutory provision because<sup>(3)</sup>

<b>In the</b>	<b>High Court of Justice Queen's Bench Division Commercial Court Royal Courts of Justice</b>
<b>Claim No.</b>	
<b>Warrant no.</b> (if applicable)	
<b>Claimant(s)</b> (including ref.)	
<b>Defendant(s)</b> (including ref.)	
<b>Date</b>	

## Part B

\*(The claimant)(The defendant)<sup>(1)</sup> wishes to rely on: *tick one*

the attached (witness statement)(affidavit)  (the claimant)(the defendant)'s<sup>(1)</sup> statement of case   
evidence in Part C overleaf in support of this application

**Signed**

(Applicant) ('s legal representative)

**Position or  
office held**

(if signing on  
behalf of firm,  
company or  
corporation)

4. If you are not already a party to the proceedings, you must provide an address for service of documents

Address to which documents about this claim should be sent (including reference if appropriate)<sup>(4)</sup>

	If applicable		
	Tel. no.		
	Fax no.		
	DX no.		
	Postcode		e-mail

**Part C**

Claim No.

**(Note: Part C should only be used where it is convenient to enter here the evidence in support of the application, rather than to use witness statements or affidavits)**

\*(The claimant)(The defendant)<sup>(1)</sup> wishes to rely on the following evidence in support of this application:

**Statement of Truth**

\*(I believe)(The applicant believes) that the facts stated in this application notice are true

\*I am duly authorised by the applicant to sign this statement

Full name.....

Name of\*(Applicant)(’s litigation friend)(’s legal representative).....

.....

**Signed**

\*(Applicant)(’s legal representative)

**Position or office held**

(if signing on behalf of firm, company or corporation)

*\*delete as appropriate*

**Date**