

# Disclosure report

Name of court	Claim No.
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To be completed by, or on behalf of,

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

1. Please describe in the table below (or in a separate document filed with this report), using the number 1, 2 etc., all documents which exist or may exist and which may be relevant to the issues in the case and in respect of each such document, where and with whom it may be found, and in the case of electronic documents how the same are stored.

No.	Document description	Where it may be found	(if an electronic document) how it is stored

**Note:** If an Electronic documents questionnaire (Form N264) has been exchanged, it must be filed with this report.

2. Please state in the box below the broad range of costs that could be involved in giving standard disclosure in this case, including the costs of searching for and disclosing any electronically stored documents.

3. To the extent that this is not already dealt with in Section D4 of your Directions Questionnaire, please state in the boxes below your proposed directions for disclosure to include what particular scope and form of disclosure and related directions you propose for yourself and the other parties by reference to CPR 31.5 (6) and (7) and if not standard the broad range of costs for disclosure.

<b>If not standard, broad range of costs</b>	<b>Form of disclosure (CPR 31.5 (6))</b>

**Other disclosure directions (CPR 31.5 (7))**

**I believe that the facts stated in this Disclosure Report are true.**

Signature

[Legal Representative for the ][1<sup>st</sup>][2<sup>nd</sup>][3<sup>rd</sup>][ ]  
[Claimant][Defendant][Part 20 claimant]

Date

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Your name and full postal address

Postcode <table border="1" style="display: inline-table; vertical-align: middle;"> <tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr> </table> <table border="1" style="display: inline-table; vertical-align: middle;"> <tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr> </table>								<i>If applicable</i>	
	<b>Telephone no.</b>								
<b>Fax no.</b>									
<b>DX no.</b>									
<b>Your ref.</b>									

E-mail