

## Offer to settle

(Section I – Part 36)

This form may be used to settle the whole or part of, or any issue that arises in, a claim, counterclaim, other additional claim, appeal or cross-appeal. It may also be used to settle detailed costs assessment proceedings.

A **Notice of acceptance** form is attached to this form should the offeree wish to use it.

<b>In the</b> (If proceedings have started) { MERGEFIELD FW_CN_COURT_FW_CN_COURT_name }
<b>Claim No.</b> (or other ref.) { MERGEFIELD FW_CN_COURT_FW_CN_CT_CL_NO }
<b>Name of Claimant</b> (including ref.) { MERGEFIELD LINKNAME_FORENAME_1 } { MERGEFIELD CLI1_ADD_INFO_FW_CLI1_MNAME } { MERGEFIELD "LINKNAME_SURNAME_1" }
<b>Name of Defendant</b> (including ref.) { IF { MERGEFIELD FW_CN_DEF1_FW_CN_D1_TRUST_name } <> "" "{ MERGEFIELD FW_CN_DEF1_FW_CN_D1_TRUST_name }" "{ MERGEFIELD "FW_CN_DEF1_FW_CN_D1_FNAME" } { MERGEFIELD "FW_CN_DEF1_FW_CN_D1_SNAME" }" }

**Before completing this form or responding to the offer  
please read the notes on pages 4 and 5**

To the Offeree ('s legal representative) (Insert name and address)

```
{ MERGEFIELD  
CALCULATION_FEE_EARNER_DESCRIPTION }  
{ MERGEFIELD  
PRACTICEINFO_PRACTICE_NAME }  
{ MERGEFIELD "PRACTICEINFO_HOUSE"  
{MERGEFIELD street_address2 \f "  
"} } { MERGEFIELD "PRACTICEINFO_AREA" \f "  
"} } { MERGEFIELD  
"PRACTICEINFO_POSTAL_TOWN" \f "  
"} } { MERGEFIELD "PRACTICEINFO_COUNTY" \f "  
"} } { MERGEFIELD "PRACTICEINFO_POSTCODE" }
```

**Take notice that** (insert name of party making the offer)

```
{ MERGEFIELD "LINKNAME_FORENAME_1" } { MERGEFIELD "CLI1_ADD_INFO_FW_CLI1_MNAME" } {  
MERGEFIELD "LINKNAME_SURNAME_1" }
```

**makes this offer to settle pursuant to Part 36 of the Civil Procedure Rules 1998.**

This offer is intended to be a { FORMCHECKBOX } defendant's { FORMCHECKBOX } claimant's Part 36 offer.

If the offer is accepted within { FORMTEXT } days of service of this notice, the defendant will be liable for the claimant's costs in accordance with rule 36.13.

Note: Specify a period which, subject to rule 36.5(2), must be at least 21 days

The offer is to settle: *(tick as appropriate)*

{ FORMCHECKBOX } the whole of { FORMCHECKBOX } part of {  
FORMCHECKBOX } a certain issue or issues in (give details over the page) (give details over the page)

the

{ FORMCHECKBOX } claim { FORMCHECKBOX } counterclaim { FORMCHECKBOX } other  
additional claim

{ FORMCHECKBOX } appeal { FORMCHECKBOX } cross-appeal { FORMCHECKBOX } detailed costs  
assessment proceedings

Please give details below of the offer you are making (If necessary continue on a separate sheet ensuring the claim number, if proceedings have started, is shown clearly)

{ FORMTEXT }

The offer { FORMCHECKBOX } does { FORMCHECKBOX } does not take into account { FORMCHECKBOX } all { FORMCHECKBOX } part of the following counterclaim (or other adverse claim):

{ FORMTEXT }



Type of benefit	Amount
{ FORMTEXT }	{ FORMTEXT }
{ FORMTEXT }	{ FORMTEXT }
{ FORMTEXT }	{ FORMTEXT }
{ FORMTEXT }	{ FORMTEXT }
The net amount offered is therefore	£{ FORMTEXT }

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# NOTICE OF ACCEPTANCE

## NOTES:

1. This form is suitable for the simple acceptance of the offer.
2. Where an offer relates only to part of the proceedings and the offeree wishes to abandon the balance of the claim then this should be made clear when accepting the offer. [See rule 36.13(2).]
3. See rule 36.15 where the offer was made by one or more but not all of the defendants.

<b>In the</b> (If proceedings have started) { MERGEFIELD FW_CN_COURT_FW_CN_COURT_name }
<b>Claim No.</b> (or other ref.) { MERGEFIELD FW_CN_COURT_FW_CN_CT_CL_NO }
<b>Name of Claimant</b> (including ref.) { MERGEFIELD LINKNAME_FORENAME_1 } { MERGEFIELD CLI1_ADD_INFO_FW_CLI1_MNAME } { MERGEFIELD "LINKNAME_SURNAME_1" }
<b>Name of Defendant</b> (including ref.) { IF { MERGEFIELD FW_CN_DEF1_FW_CN_D1_TRUST_name } <> "" "{ MERGEFIELD FW_CN_DEF1_FW_CN_D1_TRUST_name }" "{ MERGEFIELD "FW_CN_DEF1_FW_CN_D1_FNAME" } { MERGEFIELD "FW_CN_DEF1_FW_CN_D1_SNAME" }" }

To the Offeror/legal representative

{ MERGEFIELD CALCULATION\_FEE\_EARNER\_DESCRIPTION }

Take notice that (insert name of party accepting the offer)

{ FORMTEXT }

accepts this offer to settle pursuant to rule 36.11 of the Civil Procedure Rules 1998.

## Details of the party accepting the offer

Full name

{ FORMTEXT }

Name of firm  
(if applicable)

{ FORMTEXT }

Signed

Position held  
(If signing on behalf  
of a firm or company)

{ FORMTEXT }

Date

{	{
FO	FO
R	R
MT	MT
EX	EX
T}	T}

Day

{	{
FO	FO
R	R
MT	MT
EX	EX
T}	T}

Month

{	{	{	{
FO	FO	FO	FO
R	R	R	R
MT	MT	MT	MT
EX	EX	EX	EX
T}	T}	T}	T}

Year

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