

**THIS ORDER CONTAINS IMPORTANT INFORMATION ABOUT HOW YOUR CASE WILL BE DEALT WITH. PLEASE READ IT CAREFULLY.**

On 4 June 2020 District Judge Stringer considered the papers and ORDERED:

1. Further information about how your case will be dealt with is set out in the Instructions sent with this Order. You must read that document and comply with the instructions.
2. The FINAL HEARING of your case has been allocated 1 hour of Court time. The time, date and venue of the hearing are yet to be set and a hearing notice will follow in due course. If Covid-19 restrictions or advice remain in place, so that a Court hearing cannot take place, your case may have to be delayed until a later date. The Court will notify you nearer the time if this is the case.
3. By 4pm on 13 August 2020 the parties must notify the Court in writing or by email to [enquiries.nuneaton.countycourt@justice.gov.uk](mailto:enquiries.nuneaton.countycourt@justice.gov.uk) whether they agree to the Small Claim being determined by a judge on the basis of their documentary evidence and written submissions, without attending a hearing at Court. If both parties agree, the Court will then notify the parties that the Small Claim is to be determined on the papers.
4. The parties must send copies of their witness statements and documents to the Court and each other no later than 28 days before the final hearing. This includes the witness statements of the parties themselves as well as any other witnesses. Warning: If you do not comply with this order then the judge may refuse to allow you or your witnesses to give evidence and may refuse to consider your documents.
5. Additional Directions in a contractual claim for breach of parking terms. Additional Directions: The evidence which the Claimant must file at court and send to the Defendant must include:
  - a. A copy of any written terms of the contract between the parties;
  - b. A copy of the agreement by which the Claimant is authorised by the landowner to conduct parking operations on the land in question, redacted as necessary,
  - c. Details of the location where the contract was made,
  - d. If photographic evidence is relied upon, each image must be clear, in colour and A4 size,

**Notes**

- If you cannot, or choose not to, attend the hearing, you must write and tell the court **at least 7 days before the date of the hearing**. The district judge will hear the case in your absence, but will take account of your statement of case and any other documents you have filed.
- If you do not attend the hearing and do not give notice that you will not attend, the district judge may strike out your claim, defence or counterclaim. If the claimant attends but the defendant does not, the district judge may make a decision based on the evidence of the claimant only.
- Leaflets explaining more about what you should do and what happens when your case is allocated to the small claims track are available from the court office or online at <http://hmctsformfinder.justice.gov.uk> and search for leaflet EX306.

The court office at the County Court at Warwick, The Justice Centre Leamington Spa, Newbold Terrace, Leamington Spa, Warwickshire, CV32 4EL. When corresponding with the court, please address forms or letters to the Court Manager and quote the claim number. Tel: 03001235577 (8:30-17:00) Fax: 01264 347971. **Check if you can issue your claim online. It will save you time and money. Go to [www.moneyclaim.gov.uk](http://www.moneyclaim.gov.uk) to find out more.**

- e. Detailed allegations of any breach of contract relied upon by the Claimant; and
  - f. An explanation of how the amount of the alleged debt is calculated under the agreement
6. This Order has been made without a hearing and the parties have the right to apply to have the order set aside, varied or stayed. A party making such an application must send or deliver the application to the court (together with any appropriate fee) to arrive within seven days of service of this Order.

**Date 4 June 2020**