

Form 3.49 Small Claims Court—response

Court Procedures Rules 2006

(see r 3742 (Small Claims Court—response to originating application))

In the Small Claims Court of the Australian Capital Territory

Application No _____ of (*year*)

(*name*)
Applicant

(*name*)
Respondent

To the Registrar:

Respondent

(*if the respondent is an individual*)

Full name:

*[Home/Business] address:

(*if the respondent is a corporation*)

Name of the body:

*[Australian Company Number/Australian Registered Body Number]:

Address of *[registered office/public officer]:

(*if the respondent is represented by another person*)

Representative's full name:

Representative's address:

How may the respondent be contacted?

Address for service of documents

(*set out respondent's address for service in the ACT*)

Filed for the respondent by:

(*the respondent's address for service and telephone number (if any) or, if the respondent is represented by a solicitor and the solicitor is the agent of another solicitor, the name and place of business of the other solicitor*)

*Telephone No:

(if represented by a solicitor the following information may be given)

*Document exchange box no:

*Fax:

*Email address:

(if liability is admitted (see rule 3754))

***Admission of liability**

I admit liability (in whole or in part) and agree to the entry of judgment on the following terms:

* Judgment is to be entered in the amount of: \$

* The following amount is paid into the Court: \$

* The amount of the judgment is to be paid on or before
(date)

* The amount of the judgment is to be paid by
instalments on the following terms:

* The following orders are to be made:

(if liability is not admitted)

***Disputed claim**

I dispute the applicant's claim on the following grounds:

(set out briefly the grounds for disputing the claim)

(if the respondent has a counterclaim or set-off)

***Counterclaim *[and set-off]**

*The following counterclaim *[and set-off] is made: \$

(set out briefly the grounds of the counterclaim and set-off)

Date:

(signature of respondent or respondent's representative)

(name of respondent or respondent's representative)

**omit if, or whichever is, inapplicable*