



S014

# The Simple Procedure Order of the Sheriff

Case with additional respondent(s) under  
rule 7.5(3): procedure and timetable

The Simple Procedure is a speedy, inexpensive and informal court procedure for settling or determining disputes with a value of **less than £5,000**.

This is an order of the sheriff in a case which you are party in. You should **read it** and **follow it**.

Sheriff Court

Date of Order

Claimant

Respondent

Case reference number

The sheriff has considered the Claim Form and the Response Form (in which the respondent has requested that an additional respondent be added to the case) and has **given the following orders:-**

## Service on the additional respondent

The **Claim Form and Response Form are to be served on the additional respondent** within 3 weeks of today's date.

## Response from additional respondent

The additional respondent is to **respond within 3 weeks** from the date on which the Claim Form and Response Form are served.

**Signed by:**

Sheriff of [sheriffdom] at [sheriff court]