



FORM 9A

The Simple Procedure Application to Pause

Before completing this form, you should read rule 9.2 of the Simple Procedure Rules, which is about applying to have a case paused.

If you are applying to have the case paused:

This is an Application to Pause.

If the court grants this application then any hearings arranged in this case will be cancelled and the case will not progress until it is restarted.

You must fill in parts A, B and C of this application and send it to the court and to the other party in this case. So if you are the claimant, it must be sent to respondents. If you are a respondent it must be sent to the claimant.

If you have been sent this application:

This is an Application to Pause.

If the court grants this application then any hearings arranged in this case will be cancelled and the case will not progress until it is restarted.

You have received this application because someone has applied to have a simple procedure case you are involved in paused.

You must fill in part D of this application ('the reply') and return it to the court within 10 days of it being sent to you. The court will then do one of three things: pause the case, refuse to pause the case, or order a discussion in court.

A. ABOUT THE CASE

Sheriff Court

Claimant

Respondent

Case reference number

B. ABOUT YOU

B1. What is your full name?

Name

Middle name

Surname

Trading name or
representative capacity (if
any)

B2. Which party in this case are you?

- Claimant
- Respondent

C. THE APPLICATION

i If you are the party replying to this application, do not fill in this part. You should fill in part D.

C1. Why should this case be paused?

i The party making the application must set out why the court should pause the case.

C2. When was this application sent to the court?

- i** Set out the date on which the application was sent to the court (i.e. the date on which the email was sent, or the date on which the application was posted).
- i** Any reply to this application must be sent to the court within 10 days of this application being sent.

D. THE REPLY

① If you are the party making this application, do not fill in this part. You should fill in parts A, B and C.

D1. What is your full name?

Name

Middle name

Surname

Trading name or
representative capacity (if
any)

D2. Should this case be paused?

Yes

No

D3. If you answered 'no', why should this case not be paused?

① If the party replying to the application objects to the case being paused, they should set out why the court should not pause the case.