



FORM 3C

The Simple Procedure Further Respondent Form

To make a claim against more than two respondents, you must complete a Further Respondent Form for each extra respondent after the two respondents you named in the Claim Form and send it to the sheriff court along with the Claim Form.

A. ABOUT THE FIRST CLAIMANT

① Fill in information about the claimant named on the Claim Form, so that the court knows who you are and how to contact you.

A1. Are you an individual, a company or an organisation?

- An individual (including a sole trader) (please fill out A2)
- A company or organisation (please fill out A3)

A2. What is your full name?

Name	<input type="text"/>
Middle name	<input type="text"/>
Surname	<input type="text"/>
Trading name or representative capacity (if any)	<input type="text"/>

A3. What is the name of the company or organisation?

Name	<input type="text"/>
Company type	<input type="text"/>
Company registration number (if limited company or LLP)	<input type="text"/>
Trading name (if any)	<input type="text"/>

A4. What is your address?

Address	<input type="text"/>
City	<input type="text"/>
Postcode	<input type="text"/>
Email address	<input type="text"/>

B. ABOUT THE FURTHER RESPONDENT

B1. What is the first respondent's full name or company name?

- ① You must fill in information about the first respondent you named in part C of the Claim Form so that the court knows which claim this relates to.

B2. What is the second respondent's full name or company name?

- ① You must fill in information about the second respondent you named in part C of the Claim Form so that the court knows which claim this relates to.

B3. Is the further respondent an individual, a company or an organisation?

- An individual (including a sole trader) (please complete B4)
- A company or organisation (please complete B5)

B4. What is the further respondent's full name?

- ① If the further respondent is an individual trading under a business name, please also give that name.

Name	<input type="text"/>
Middle name	<input type="text"/>
Surname	<input type="text"/>
Trading name (if any)	<input type="text"/>

B5. What is the further respondent's company name or organisation name?

① If the further respondent is a company (which might be indicated by 'Limited', 'Ltd' or 'plc' after its name), please give the full name of that company and the company registration number.

① You can check the name of a company on the Companies House website.

Name	<input type="text"/>
Company type	<input type="text"/>
Company registration number (if limited company or LLP)	<input type="text"/>
Trading name (if any)	<input type="text"/>

B6. What are the further respondent's contact details?

Address	<input type="text"/>
City	<input type="text"/>
Postcode	<input type="text"/>
Email address	<input type="text"/>