



FORM 13B

The Simple Procedure Application to Recall

This is an Application to Recall.

Before completing this form, you should read rules 13.5 to 13.7 of the Simple Procedure Rules, which are about recalling a decision.

You can use this Application to ask the sheriff to recall a decision made because of your failure to attend court or take a step in simple procedure.

If the sheriff made a decision because you did not respond to the claim by the last date for a response, and you would now like to dispute the claim, or part of the claim, you must also include a completed Response Form with this Application.

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

C1. Why should the decision be recalled?

- ① The party making the application must set out why the court should recall the decision and the reason for their failure to take a step or attend court.

C2. When was this application sent to the court?

- ① Set out the date on which the application was sent to the court (i.e. the date on which the application was submitted online or posted).

