



FORM 10C

# The Simple Procedure Application to Open Confidential Document

**If you are applying for the sheriff to make orders:**

This is an Application to Open Confidential Document.

It is used where someone has claimed that documents are confidential in response to an order to recover documents or a special order to recover documents. That person has given the documents to the court in a sealed envelope.

You can use this Application to ask the court to open the sealed envelope so that the documents can be used in your simple procedure case.

**If you have been sent this Application:**

This is an Application to Open Confidential Document.

If the court grants this application then it will make the orders which have been asked for below.

You must fill in part D of this application ('the reply') and return it to court within 10 days of it being sent to you.

The court will then either grant the application and allow the sealed envelope containing the confidential document to be opened, refuse the application and make no orders, or order you to appear at a discussion in court where the sheriff will consider whether to make an order.

## A. ABOUT THE CASE

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Sheriff Court

Claimant

Respondent

Case reference number

## B. ABOUT YOU

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### B1. What is your full name?

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

### B2. What is your role in this case?

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- Claimant
- Respondent

## C. THE APPLICATION

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① If you are replying to this application, do not fill in this part. You should fill in part D.

### C1. Which sealed envelope would you like to open?

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① The party making the application must identify which sealed envelope they wish to have opened.

### C2. Why should the court make an order allowing this sealed envelope to be opened?

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① The party making the application must set out why the court should make an order allowing the sealed envelope to be opened.

### **C3. When was this application sent to the court?**

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- ① 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).
- ① Any reply to this application must be sent to the court within 10 days of this application being sent.

### **D. THE REPLY**

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- 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?**

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

#### **D2. What is your role in this case?**

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- Claimant
- Respondent
- The person who claimed that the document is confidential

#### **D3. Should the court make an order allowing the sealed envelope to be opened?**

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- Yes
- No

**D4. If you answered 'no', why should the court not make an order allowing the sealed envelope to be opened?**

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- ① If the party replying to the application objects to the proposed order, they should set out why the court should not make an order allowing the sealed envelope to be opened.