



FORM 9D

The Simple Procedure Application to Amend

Before completing this form, you should read rule 9.7 of the Simple Procedure Rules, which is about applying to amend a Claim Form or Response Form.

If you are applying to have a Form amended:

This is an Application to Amend.

If the court grants this application then it will make the amendments you have asked for.

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 the respondent. If you are the respondent it must be sent to the claimant.

If you have been sent this application:

This is an Application to Amend.

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

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

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: allow the amendment, refuse the amendment, 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	<input type="text"/>
Middle name	<input type="text"/>
Surname	<input type="text"/>
Trading name or representative capacity (if any)	<input type="text"/>

B2. Which party in this case are you?

- Claimant
- Respondent

C. THE APPLICATION

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

C1. What amendments should be made?

- ① The party making the application must set out the amendments they want to be made to the Claim Form or Response Form.
- ① It might be best to do this as a track-changes version of the original text, attached to this application.

C2. Why should these amendments be made?

- ① Set out why the court should allow these amendments to be made?

C3. 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 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

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

D2. Should these amendments be allowed?

- Yes
- No

D3. If you answered 'no', why should these amendments not be allowed?

- ① If the party replying to the application objects to these amendments, they should set out why.