

Part 18 Request for Further Information



Synopsis

When and why should I make a Part 18 Request? How should I respond if I receive one? This course is designed to help lawyers who want to learn the tricks of the trade about Part 18 Requests.

A Part 18 Request (or CPR 18 Request) is a formal query for a claimant or defendant to provide clarity or additional information about an issue which is subject to ongoing proceedings.

Knowing how to submit and respond to a Part 18 Request can be key to advancing your client's claim or defence.



Lawyers, claims handlers and litigators



3 hours

Outcomes

When utilised correctly, the request for further information (RFI) procedure in civil litigation claims can be utilised to gain a clearer understanding of the case being made.

As a result of attending our course, you will know:

- what a Part 18 request for further information is
- when to make a request and how to do it
- which parts of a request warrant a response and which do not
- how to respond to a Part 18 request

Content

Our course covers the strategy around information gathering as well as the practical aspects of preparing and responding to a formal request. We cover:

1. Analyse a statement of case and draft a Part 18 Request for information
2. Respond to a Part 18 Request from another party
3. Deal with correspondence and objections from the other party
4. Sanctions on objections
5. Strike out all or part?
6. Tactics – reasons for not making a request
7. The associated Civil Procedure Rules



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