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SCHEDULE

Paragraph 3(65)

Rule 15.2(1)

FORM G7

Form of intimation of motion

SHERIFFDOM OF *(insert name of sheriffdom)*

Court Ref. no.

AT *(insert place of sheriff court)*

in the cause

[A.B.] *(insert name and address)*

Pursuer

against

[C.D.] *(insert name and address)*

Defender

LAST DATE FOR LODGING NOTICE OF OPPOSITION:

APPLICATION IS MADE BY MOTION FOR THE ORDER(S) SOUGHT IN THE ATTACHED FORM *(attach a copy of the motion in Form G6)*

* A copy of the document(s) or part(s) of process referred to in Form G6 is/are attached.

OPPOSITION TO THE MOTION MAY BE MADE by completing Form G9 (notice of opposition to motion) and lodging it with the sheriff clerk at *(insert address)* on or before the last date for lodging notice of opposition. A copy of the notice of opposition must be sent immediately to any other party in the action.

IN THE EVENT OF A NOTICE OF OPPOSITION BEING LODGED the sheriff clerk will assign a date, time and place for hearing parties on the motion. Intimation of this hearing will be sent to parties by the sheriff clerk.

IF NO NOTICE OF OPPOSITION IS LODGED, the motion may be considered by the sheriff without the attendance of parties.

Date *(insert date)*

(Signed)

Pursuer *(or as the case may be)*

[or Solicitor for pursuer [or as the case may be]

(insert name and business address)]

EXPLANATORY NOTE TO BE ADDED WHERE PARTY TO WHOM INTIMATION IS MADE IS NOT LEGALLY REPRESENTED

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE you should consult a solicitor. You may also obtain advice from a Citizens Advice Bureau or other advice agency.

NOTE: If you intend to oppose the motion you must appear or be represented on the date of the hearing. If you return Form G9 (notice of opposition to motion) and then fail to attend or be represented at the court hearing, the court may consider the motion in your absence and may grant the order(s) sought.

* Delete if not applicable

Rules 14.6 and 15.1(2)

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FORM G8

Form of certificate of intimation of motion or minute

CERTIFICATE OF INTIMATION OF MOTION [or MINUTE]

I certify that intimation of the motion [or minute] was made to *(insert names of parties or solicitors for the parties, as appropriate)* by *(insert method of intimation; where intimation is by facsimile transmission, insert fax number to which intimation sent)* on *(insert date of intimation)*.

(Signed)
Solicitor [or Sheriff Officer]
(Add name and business address)

Date *(insert date)*

Rules 14.7(1)(a) and 15.3(1)(a)

FORM G9

Form of notice of opposition to motion or minute

NOTICE OF OPPOSITION TO MOTION [or MINUTE]

SHERIFFDOM OF *(insert name of sheriffdom)*

Court Ref. no:

AT *(insert place of sheriff court)*

in the cause

[A.B.] *(insert name and address)*

Pursuer

against

[C.D.] *(insert name and address)*

Defender

Notice of opposition to motion [or minute] given by *(insert name of party opposing motion)* to *(insert names of all other parties, or solicitors for the parties, to the action)* by *(insert method of intimation; where intimation is made by facsimile transmission, insert fax number to which notice of opposition sent)* on *(insert date of intimation)*.

Date *(insert date)*

(Signed)
Pursuer [or as the case may be]
(insert name and address of party)
[or Solicitor for Pursuer [or as the case may be]
(Add name and business address)]

Rule 14.4(1)(a)

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FORM G7A

Form of intimation of minute (answers lodged)

SHERIFFDOM OF *(insert name of sheriffdom)*
AT *(insert place of sheriff court)*

Court Ref. no.

in the cause

[A.B.] *(insert name and address)*

Pursuer

against

[C.D.] *(insert name and address)*

Defender

LAST DATE FOR LODGING ANSWERS:

APPLICATION IS MADE FOR THE ORDER(S) SOUGHT IN THE MINUTE ATTACHED
(attach a copy of minute and interlocutor)

* A copy of the document(s) or part(s) of process referred to in the minute is/are attached.

IN THE EVENT OF ANSWERS BEING LODGED the sheriff clerk will assign a date, time and place for hearing parties on the minute and answers. Intimation of this hearing will be sent to parties by the sheriff clerk.

IF NO ANSWERS ARE LODGED, the minute may be considered by the sheriff without the attendance of parties.

Date *(insert date)*

(Signed)

Pursuer *[or as the case may be]*

[or Solicitor for pursuer [or as the case may be]

(Add name and business address)]

EXPLANATORY NOTE TO BE ADDED WHERE PARTY TO WHOM INTIMATION IS MADE IS NOT LEGALLY REPRESENTED

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE you should consult a solicitor. You may also obtain advice from a Citizens Advice Bureau or other advice agency.
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NOTE: If you intend to oppose the minute you must appear or be represented on the date of the hearing. If you return Form G9 (notice of opposition to minute) and then fail to attend or be represented at the court hearing, the court may consider the minute in your absence and may grant the order(s) sought.

*Delete if not applicable

Rule 14.4(1)(a)

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FORM G7B

Form of intimation of minute (no order for answers or no hearing fixed)

SHERIFFDOM OF *(insert name of sheriffdom)*

Court Ref. no.

AT *(insert place of sheriff court)*

in the cause

[A.B.] *(insert name and address)*

Pursuer

against

[C.D.] *(insert name and address)*

Defender

LAST DATE FOR LODGING NOTICE OF OPPOSITION:

APPLICATION IS MADE BY MINUTE FOR THE ORDER(S) SOUGHT IN THE MINUTE ATTACHED *(attach a copy of minute and interlocutor)*

*A copy of the document(s) or part(s) of process referred to in the minute is/are attached.

OPPOSITION TO THE MINUTE MAY BE MADE by completing Form G9 (notice of opposition to minute) and lodging it with the sheriff clerk at *(insert address)* on or before the last date for lodging notice of opposition. A copy of the notice of opposition must be sent immediately to any other party in the action.

IN THE EVENT OF A NOTICE OF OPPOSITION BEING LODGED the sheriff clerk will assign a date, time and place for hearing parties on the minute. Intimation of this hearing will be sent to parties by the sheriff clerk.

IF NO NOTICE OF OPPOSITION IS LODGED, the minute may be considered by the sheriff without the attendance of parties.

Date *(insert date)*

(Signed)

Pursuer *[or as the case may be]*

[or Solicitor for pursuer [or as the case may be]

(Add name and business address)]

EXPLANATORY NOTE TO BE ADDED WHERE PARTY TO WHOM INTIMATION IS MADE IS NOT LEGALLY REPRESENTED

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE you should consult a solicitor. You may also obtain advice from a Citizens Advice Bureau or other advice agency.

NOTE: If you intend to oppose the minute you must appear or be represented on the date of the hearing. If you return Form G9 (notice of opposition to minute) and then fail to attend or be represented at the court hearing, the court may consider the minute in your absence and may grant the order(s) sought.

* Delete if not applicable

Rule 14.4(1)(a)

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FORM G7C

Form of intimation of minute (hearing fixed)

SHERIFFDOM OF *(insert name of sheriffdom)*

Court Ref. no.

AT *(insert place of sheriff court)*

in the cause

[A.B.] *(insert name and address)*

Pursuer

against

[C.D.] *(insert name and address)*

Defender

DATE AND TIME FOR HEARING MINUTE:

***DATE FOR LODGING ANSWERS OR AFFIDAVIT EVIDENCE:**

APPLICATION IS MADE FOR THE ORDER(S) SOUGHT IN THE MINUTE ATTACHED
(attach a copy of minute and interlocutor)

*A copy of the document(s) or part(s) of process referred to in the minute is/are attached.

IF YOU WISH TO OPPOSE THE MINUTE OR MAKE ANY REPRESENTATIONS you must attend or be represented at *(insert name and address of court)* on the date and time referred to above.

*If an order has been made for you to lodge answers or affidavit evidence these must be lodged with the sheriff clerk *(insert address)* on or before the above date.

IF YOU FAIL TO ATTEND OR BE REPRESENTED the minute may be determined in your absence.

Date *(insert date)*

(Signed)

Pursuer *(or as the case may be)*

(or Solicitor for pursuer (or as the case may be)

(Add name and business address))

EXPLANATORY NOTE TO BE ADDED WHERE PARTY TO WHOM INTIMATION IS MADE IS NOT LEGALLY REPRESENTED

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE you should consult a solicitor. You may also obtain advice from a Citizens Advice Bureau or other advice agency.

NOTE: If you intend to oppose the minute you must appear or be represented on the date of the hearing. If you return Form G9 (notice of opposition to minute) and then fail to attend or be represented at the court hearing, the court may consider the minute in your absence and may grant the order(s) sought.

* Delete if not applicable

Rule 31.4(1)

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Form A1

Form of note of appeal to the sheriff principal

SHERIFFDOM OF *(insert name of sheriffdom)*

AT *(insert name of sheriff court)*

Court Ref. no.

in the cause

[A.B.] *(insert name and address)*

Pursuer *[or as the case may be]*

against

[C.D.] *(insert name and address)*

Defender *[or as the case may be]*

The pursuer *(or defender or as the case may be)* appeals to the sheriff principal on the following grounds:–

(state grounds on which appeal is to proceed)

[and requests the sheriff to write a note].

Date *(insert date)*

(Signed)
[or Solicitor for pursuer [or as the case may be]
(Add name and business address)]

Rule 33.7(1)(l)

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FORM F12A

Form of intimation to trustees or managers of pension scheme in relation to order for payment in respect of pension lump sum under section 12A of the Family Law (Scotland) Act 1985

To *(insert name and address as in warrant)*

Court ref no:

You are given NOTICE that in this action the pursuer has applied for an order under section 8 of the Family Law (Scotland) Act 1985 for a capital sum in circumstances where the matrimonial property includes rights in a pension scheme under which a lump sum is payable. The relevant pension scheme is *(give brief details, including number, if known)*. If you wish to apply to appear as a party, you must lodge a minute with the sheriff clerk *(insert address of sheriff clerk)* for leave to do so. Your minute must be lodged within 21 days of *(insert date on which intimation was given. NB: rule 5.3(2) relating to postal service or intimation.)*

Date *(insert date)*

Signed
Solicitor for the pursuer
(Add designation and business address)

NOTE: If you decide to lodge a minute it may be in your best interests to consult a solicitor. The minute should be lodged with the sheriff clerk with the appropriate fee of *(insert amount)* and a copy of this intimation.

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE you should consult a solicitor. You may be entitled to legal aid depending on your financial circumstances, and you can get information about legal aid from a solicitor. You may also obtain advice from any Citizens Advice Bureau or other advice agency.