

## **You have received a summons**

At the request of our client you have been called by summons to appear in court.

### **Objection**

If you do not agree with the claim, you may communicate this to the court orally or in writing. It is advisable that you prove your defence by means of evidence! In that case you can make known your objection IN DUPLICATE with possible annexes (such as documentary evidence) on the day of the session. If you submit your objection to the District Court in writing, it must have been received by the District Court at the latest one day before the session. Then you will not have to be present in person at the session of the District Court. You may also authorize someone (for instance a member of your family or your legal aid insurer/legal adviser) to conduct a defence on your behalf.

### **No objection and prevention of costs**

If you do agree with the claim - you therefore have no objections - you need not respond or come to the session. In that case we advise you, in order to prevent further costs, to pay the total amount to our firm **at the latest five working days before the date of the session**. Your payment must have been received by our firm **in time**, so that we can withdraw the summons at the District Court. The timely withdrawal of the summons will prevent you from having to pay a court registry fee . If you do not pay or pay too late, the court will pass judgment. You will receive a copy of that judgment from the bailiff. After that you can make further arrangements with our firm.

A bank payment will only be known to us if we have received the daily statement or the amount has been credited to our account. **If your payment is late or if you do not pay enough**, the session will proceed. Even if you have given the payment order on the day before the session of the court, we may receive the payment late. In that case you will be ordered as yet by the court to pay the full (litigation) costs, including the court registry fee.