



# Litigation Insurance Proposal Form

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# 1. Client Details

Client Name	
Address	
Legal Status	

# 2. Firm Details

Firm Name	
Address	
Firm EPF Registration number	
Solicitor Name	
Solicitor Email	
Telephone No	
Date Firm Instructed	
Firm Case Reference	
Name of Counsel (if instructed)	

### 3. Case Details

Type of Case	
Claims Track	
Jurisdiction <small>(NB. If jurisdiction is disputed, please provide details)</small>	
Forum (Court, Tribunal etc)	
Incident Date	
Prospects of Success in percentage terms on a successful outcome <small>(inc prospects of successfully enforcing any damages or costs awards)</small>	
Full value of claim (excluding costs)	
Minimum acceptable figure <small>(NB. If the client would consider a non-monetary settlement, please outline the terms on which such a settlement may be agreed)</small>	
Any non-financial remedy sought?	
Has a letter of Claim been sent?	
Has liability been admitted?	
Have any Part 36 Offers or any other offers been made or received?	
Have proceedings been issued?	
Has a Defence been filed?	
Has a Trial date or window been set?	
If proceedings have not been issued, when will the claim become statute-barred for limitation?	
Are there any other legal proceedings between the parties (past or present?) If so, please provide details.	
Is a counterclaim to be expected, if so, on what basis?	

## 4. Opponent Details

Opponent Name	
Opponent Solicitors	
Opponent Insurers	
Can the opponent satisfy any judgment obtained? If so, on what basis?	

## 5. Pre-Existing Insurance Details

Does the client have the benefit of any pre-existing legal expenses insurance which will cover this dispute?	
If yes, please confirm the limit of indemnity and the status of any claim submitted to the insurer.	
Has the client approached any other ATE insurance broker /insurer/funder in respect of this case?	
If yes, please provide details including outcome of any application.	

## 6. Retainer Details

Please confirm the type of retainer you will be acting under (e.g, CFA, DBA, Private fee paying) the proposed success fee and the proportion of your fees which will be at risk under the retainer.	
Please confirm the type of retainer Counsel will be acting under (e.g, CFA, DBA, private fee paying) the proposed success fee which will be at risk under the retainer.	

## 7. Litigation Insurance Requirements

Costs	To Date	Cover Required <small>YES/NO (NB. Cover for own Solicitors fees is only available in limited circumstances)</small>	From Now to Trial	Cover Required <small>YES/NO (NB. Cover for own Solicitors fees is only available in limited circumstances)</small>
Own Solicitors' fees				
Own Disbursements (Excluding Counsel)				
Opponent's costs and disbursements				
Total amount of cover required under the ATE insurance policy:		£		

### 7a. Security for Costs

Is your client facing or likely to face an application for Security for Costs?	
If yes, please confirm the likely amount of security required	£

## 8. Litigation Funding Requirements

If your client requires litigation funding in respect of their own legal costs, please provide details of their requirements.

Type	Funding Required? (Yes/No)	Amount of Funding Required
Own Disbursements (excluding Counsel's fees)		
Own Counsel's fees		
Own Solicitor's fees		
Taking the above into account, please confirm the <u>total</u> amount of funding required under a funding agreement:		£

## 9. Documents

Documents	Mandatory Requirement?	Enclosed (Yes/No)
<b>Case Summary</b> NB. This <u>must include</u> commentary on the facts, liability, causation and quantum. It must also include your views on the prospects of success.	Yes	
<b>Costs Budget</b> NB. This is an itemised schedule of projected cos referring to stages in the proceedings, up to and including trial (costs are treated as estimates)	Yes	
<b>Counsel's Advice</b>	Enclose if available	
<b>Correspondence with the Opponent</b>	Yes	
<b>Expert Reports</b>	Enclose if available	
<b>Pleadings</b>	Enclose if available	
<b>Witness Statements</b>	Enclose if available	
<b>Evidence of Opponent's financial strength</b>	Enclose if available	

## 10. Declaration

- I/We declare that the information contained in this form and accompanying enclosures is true to the best of my/our knowledge and belief.
- I/We agree that all material facts have been disclosed as the information provided will form the basis of any quote provided.
- I/we agree that CKRe may use the data provided for the purposes of providing insurance, handling claims and any other related purposes, including to safeguard against fraud and money laundering and to meet our regulatory obligations.

Client		Solicitor	
Name		Name	
Date		Date	
Signature		Signature	