

**No. 23**  
**Notice of sanctioned payment**  
(O. 22 r.8(2))

HCA \_\_\_\_\_ / 20\_\_\_\_\_

**IN THE HIGH COURT OF THE  
HONG KONG SPECIAL ADMINISTRATIVE REGION  
COURT OF FIRST INSTANCE  
ACTION NO. \_\_\_\_\_ OF 20 \_\_\_\_\_**

Between

Plaintiff

AND

Defendant

To the plaintiff('s solicitor) and to the Director of Legal Aid (if applicable)

---

**Take notice** that the defendant(s) \_\_\_\_\_ has /have paid

\$ \_\_\_\_\_ (a further amount of \$ \_\_\_\_\_) into court in settlement of —  
(tick as appropriate)

- the whole of your claim
- part of your claim (*give details below*)
- a certain issue or certain issues arising from your claim (*give details below*)

The (part) (issue or issues) to which it relates is (are): (*give details*)

- It is in addition to the amount of \$ \_\_\_\_\_ already paid into court on \_\_\_\_\_ and the total amount in court now offered in settlement is \$ \_\_\_\_\_ (*give total of all payments in court to date*)
- It is not inclusive of interest and an additional amount of \$ \_\_\_\_\_ is offered for interest (*give details of the rate(s) and period(s) for which the amount of interest is offered*)

- It takes into account all (part) of the following counterclaim or set off: *(give details of the party and the part of the counterclaim to which the payment relates)*
  
- It takes into account the interim payment(s) made in the following amount(s) on the following date(s): *(give details)*
  
- It takes into account the following sum(s) of money that has (have) been paid into court: *(give details)*
  
- It is part of the terms of a sanctioned offer set out in (identify the document). If you give notice of acceptance of this sanctioned payment, you will be treated as also accepting the sanctioned offer.

Note: – This notice will need to be modified where an offer of provisional damages is made (Order 22, rule 11).

<b>Signed</b>		<b>Position or office held</b> (If signing on behalf of a firm, company or corporation)	
	Defendant ('s solicitor)		
<b>Date</b>		<b>With company chop</b> (if applicable)	

**Note:** To the plaintiff

If you wish to accept the payment made into court and the Court's leave for acceptance is not required, you should complete Form No. 24, send it to the defendant and file a copy in the Registry of the High Court.