

IN THE HIGH COURT OF THE  
HONG KONG SPECIAL ADMINISTRATIVE REGION  
COURT OF FIRST INSTANCE

General Reference

(a) Insert case number

(a) CASE NO. \_\_\_\_\_ / \_\_\_\_\_

(b) Insert name(s) of  
Plaintiff(s)

BETWEEN

(b) (1)

Plaintiff(s)

and

(c) Insert name(s) of  
Defendant(s)

(c) (1)

Defendant(s)

**NOTICE OF INTENTION TO PROCEED**

(d) Describe the next  
particular step  
which the party  
intends to take

TAKE NOTICE that the \*Plaintiff(s) / Defendant(s) intend(s) to proceed in this cause after the expiration of one calendar month from the date of the service of this notice by

(d) \* taking out a Case Management Summons/ \_\_\_\_\_.

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed

( \_\_\_\_\_ )  
\*Plaintiff(s) / Defendant(s) in person

Address for service: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Telephone No.: \_\_\_\_\_

(e) State the names  
and addresses of  
all persons /  
solicitors on  
whom this Notice  
is to be served

The following are the names and addresses of all persons / solicitors on whom this Notice is to be served:

To: (e)(2) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

To: (e)(2) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

**Footnotes:**

\* Delete whichever is inapplicable

(1) To fill in details which appear on the originating document

(2) If the space here is insufficient, blank paper may be used and attached to this Notice