

# Default notice

**FORM 19**

2004

Before giving this notice the commonhold association must consider whether the problem might be resolved by direct negotiation or by the use of arbitration, mediation, conciliation, or any other form of dispute resolution procedure involving a third party, other than legal proceedings. Please refer to the commonhold community statement for further details and, if necessary, get independent advice.

To be completed by the commonhold association and sent to the alleged defaulter

Name of commonhold

Name of alleged defaulter

Address of alleged defaulter

Name and address of commonhold association

NAME

ADDRESS

Registered company number

Details of complaint  
(use additional sheet if necessary)

Action requested  
(use additional sheet if necessary)

The association has  
(tick as appropriate)

- considered trying to resolve this problem by direct negotiation or by using arbitration, mediation, conciliation, or any other form of dispute resolution procedure involving a third party, other than legal proceedings but does not consider these methods to be appropriate
- tried to resolve this problem by direct negotiation or by using arbitration, mediation, conciliation, or any other form of dispute resolution procedure involving a third party, other than legal proceedings, but without success

Signed (on behalf of the commonhold association)

Date

Name (please print)