

# Expert Report

## Legal Case

Case Name: \_\_\_\_\_

Court: \_\_\_\_\_

Case Number: \_\_\_\_\_

Date: \_\_\_\_\_

Expert Name: \_\_\_\_\_

Expert Qualifications: \_\_\_\_\_

### 1. Instructions Received

State the instructions received by the expert from the instructing party. Include any relevant documentation or correspondence.

### 2. Summary of Expertâ€™s Qualifications & Experience

Provide a brief summary of the expertâ€™s professional background, qualifications, and relevant experience as it pertains to this case.

### 3. Documents and Materials Considered

1. List all documents, records, and materials reviewed in preparation of this report.
2. Include dates and relevant references as necessary.

### 4. Facts and Assumptions

State relevant facts that have been established as well as any assumptions made in forming opinions. Distinguish clearly between what is known and what is assumed.

### 5. Issues to be Addressed

1. Itemize specific questions or issues the expert has been asked to address by the instructing party.

### 6. Opinion and Basis

Provide a clear and reasoned statement of expert opinion on the issues identified, referencing the evidence, facts, and/or methodology used to reach conclusions.

### 7. Limitations

Specify any limitations in the report or restrictions in the evidence reviewed. Declare any circumstances that may affect the completeness of the opinion.

### 8. Declaration and Statement of Truth

I confirm that I have made clear which facts and matters referred to in this report are within my own knowledge and which are not. Those that are within my own knowledge I confirm are true. The opinions I

have expressed represent my true and complete professional opinion on the matters to which they refer.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Important Notes

- An expert report must remain independent, unbiased, and based on the expertâ€™s own knowledge and expertise.
- Clearly distinguish between facts and assumptions; all sources and documents relied upon should be listed.
- The report should address only the issues within the expertâ€™s field of expertise.
- Expert reports may be used as evidence in court and must comply with applicable legal rules or practice directions.
- Failure to fully or truthfully disclose information may affect both the evidential value and admissibility of the report.