



No. 1

Plaint

IN THE SUMMARY COURT AT GEORGE TOWN

Cause No. SC ____ of 20__

BETWEEN:

Total Window Fashions Ltd.

Plaintiff

AND:

Samantha Payne

Defendant

To the Defendant

P.O. Box 30189
Grand Cayman KY1-1201
Cayman Islands

THIS PLAINT has been issued against you by the above – named Plaintiff in respect of the claim set out on the next page.

Within 14 days after service of this Complaint on you, counting the day of service you must either satisfy the claim or return to the Court Office, PO Box 495GT, George Town, Grand Cayman, the accompanying Acknowledgment of Service form stating therein whether you intend to contest this action. If you intend to defend the action, in whole or in part, you must set out **full particulars of your defence** in the space provided in the Acknowledgement of Service form.

If you fail to satisfy the claim or fail to return the Acknowledgement of Service form containing full particulars of your defence, the Plaintiff may apply for a **default judgment** without any further notice to you.

Issued this 11 day of August 2025

See overleaf for particulars of the Plaintiff's claim

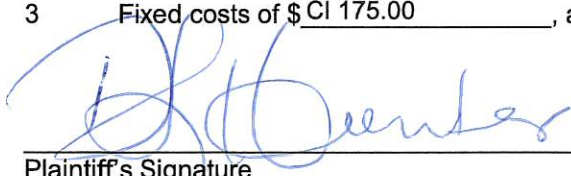
PARTICULARS OF CLAIM

(Here set out in numbered paragraphs the grounds upon which the Plaintiff claims that the Defendant is indebted to him or is liable to pay damages to him)

The client and Defendant, Samantha Payne ordered window treatments for Unit 2, Ocean 9. Invoice 2598 which comprises of interior shutters, draperies and associated installation costs for Unit 9 at Ocean 9 located in West Bay has an outstanding balance of CI \$9,239.78 to be settled. This matter appears to be stemming from miscommunication. You claimed to have ordered L-frames but Z-frames were ordered instead. However, we do not recall a selection of L-frame for Unit 9 and there is nothing in writing to evidence this. Though not at fault, Total Window Fashions Ltd made attempts to quell the back and forth by increasing the previously extended 5% discount to 10% taking the discount up to CI \$2,510.60. The balance is still not settled. Please see attached letter.

AND the Plaintiff claims:

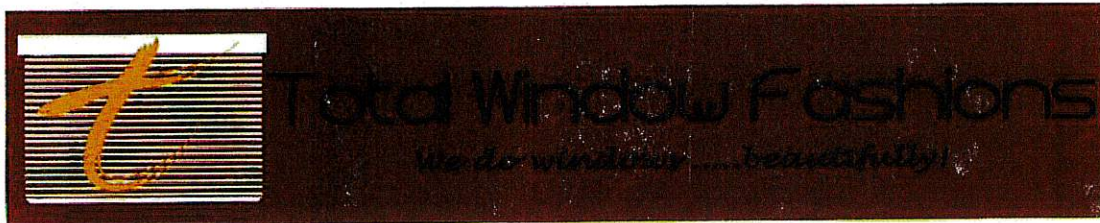
- 1 The sum of CI \$9,239.78.
- 2 Interest in the sum of \$ CI 126.26 calculated at the prescribed rate from to date.
- 3 Fixed costs of \$ CI 175.00, alternatively costs to be assessed.



Plaintiff's Signature

Plaintiff's address for service

Total Window Fashions Ltd
113-114 Cannon Place, George Town
PO Box 794
Grand Cayman KY1-1502
Cayman Islands



Samantha Payne
Unit 2, Ocean 9
West Bay, Grand Cayman
Cayman Islands

June 13, 2025

Donna Hunter
Total Window Fashions Ltd
113-114 Cannon Place, George Town
Grand Cayman KY1-1502
Cayman Islands

Invoice 2598 Unpaid Balance of CI \$9,239.78

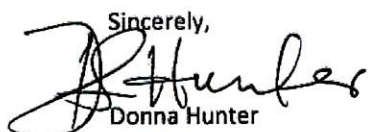
Dear Ms. Payne,

As it has not been possible to resolve this matter amicably, and it is apparent that court action may be necessary, we write to formally inform you of the company's intention of pursuing same.

Invoice 2598 which comprises of interior shutters, draperies and associated installation costs for Unit 9 at Ocean 9 located in West Bay has an outstanding balance of CI \$9,239.78 to be settled. This matter appears to be stemming from miscommunication or lack thereof. You claimed to have ordered L-frames but Z-frames were ordered instead. However, we do not recall a selection of L-frame for Unit 9 and there is nothing in writing which evidences this. While Total Window Fashions Ltd is exonerated from blame, good customer service led to attempts made to remedy the misunderstanding at the company's expense but no progress has been made.

Considering that this invoice would have normally been settled 5 months ago in January under normal circumstances, we decided to quell the back and forth, by increasing the previously extended 5% discount to 10% taking the discount amount up to CI \$2,510.60.

We look forward to hearing from you within the next 7 days. Should a response to this letter not be received by **Friday, June 20, 2025 at 5:00 pm**, then we anticipate that court action will be commenced with no further reference to you.

Sincerely,

Donna Hunter
Managing Director
totalwindow@candw.ky
(345) 325-9769

No. 2**Acknowledgment of Service**

IN THE SUMMARY COURT AT GEORGE TOWN

Cause No. SC _____ of 20__

Between:

Total Window Fashions Ltd

Plaintiff**AND:**

Samantha Payne

Defendant**ACKNOWLEDGMENT OF SERVICE****1** State Defendant's name and address -

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2 State whether the Defendant intends to contest the action.☐

Yes

☐

No

3 If you do not intend to contest the action, do you want time in which to pay the claim?☐

Yes

☐

No

4 If you do intend to contest the action, in whole or in part, you must set out full particulars of your defence overleaf.**Service of the Plaint is acknowledged accordingly.**_____
Defendant's Signature

Dated this _____ day of _____, 20__

See Overleaf

PARTICULARS OF DEFENCE

(Here set out in numbered paragraphs the grounds upon which the Defendant says that he is not liable to the Plaintiff, or is not liable for the full amount claimed)

Defendant's Signature

REMINDER - This form must be taken or sent to the Court Office, PO Box 495GT, George Town, Grand Cayman within 14 days of receipt otherwise a default judgment may be entered against you.