**SED R036 – Provision of additional information**

The Case Owner uses this SED to provide a response to an R018 that includes a request for further information or a decision on whether a proposal for payment by instalment is acceptable.

In every case, you need to provide information on who it concerns. Depending on whether you indicate that the SED concerns a person or an employer, the relevant section '*Person*' or '*Employer*' also becomes mandatory. When it concerns an Employer, it is optional to include details on related persons, relevant for this Employer. Please note that nationality in the section ‘*Person*’ can be repeated if the person has dual nationality. The section '*Person*' is repeatable to reflect cases where data of more than one person is relevant for the assignment and proceeding of the case.

Use the Instalment section in response to a proposed payment by instalments. And use the additional information section if the Counterparty has asked for further information.

Optionally, the Local Case Number can be used to link the case with one or more corresponding local cases for a Country and/or the specific Institution. This way a connection can be made between the corresponding local cases involved, which may be helpful when processing the case.

It is possible to add attachments to R036.

In order to see the content and explanatory notes of the SED R036 please click [here.](../../OLD_Forms/R036_en.htm)