1990 No. 517 (L.6)

COUNTY COURTS PROCEDURE

The County Court (Forms) (Amendment) Rules 1990

Made - - - 5th March 1990
Coming into force 1st April 1990

- 1.—(1) These Rules may be cited as the County Court (Forms) (Amendment) Rules 1990.
- (2) In these Rules, a form referred to by number means the form so numbered in the Schedule to the County Court (Forms) Rules 1982(a) and "the main Schedule" means that Schedule.
- 2. There shall be substituted in the main Schedule, for forms N.1, N.1(SPC), N.2, N.3, N.4, N.5, N.6, N.7, N.9, N.9(SPC), N.10(HP), N.11, N.12, N.14, N.22, N.23, N.25, N.26, N.27, N.27(1), N.27(2), N.28, N.29, N.30, N.30(1), N.30(2), N.31, N.32, N.32(1), N.32(2), N.32(3), N.32(4), N.32(5), N.33, N.34, N.35, N.36, N.37, N.38, N.39, N.41, N.42, N.46, N.48, N.49, N.52, N.55, N.56, N.58, N.64, N.67, N.72, N.73, N.74, N.79, N.82, N.83, N.84, N.85, N.95, N.96, N.97, N.98, N.99, N.108 and N.109, the forms contained in the Schedule to these Rules.
 - 3. Forms N.45(1), 45(2), 47 and 85(1) in the main Schedule shall be omitted.

⁽a) S.I. 1982/586; the relevant amending instruments are S.I. 1982/1141, 1983/1715, 1984/879, 1985/567, 1986/1505, 1987/1119, 1988/279, 1989/886 and 1918.

SCHEDULE

d				
County Court Summons	5	Case Number		
		In the	<u> </u>	
(1)]		C	ounty Court
Plaintiff's full name address		The court offi	ce at	
		is open from	10am to 4pm	Monday to Friday
(2) Name and address for service and payment			T SEND P	AYMENTS OURT
Ref/Tel no.]		Seal)
(3) Defendant's				,
name address		This summon If it is not se	is is only valid if ealed, it should b	sealed by the court e sent to the court
			THIS SUINEED TO	MMONS - REFER TO IT
What the plaintiff claims from you	If the of the	ne defendant do ne court, the pla	es not live wit	thin the district hat the cause of
Give brief description of type of claim type of claim type of		on arose:		
Particulars of the plaintiff's claim against you		Plai	ntiff's claim	•
			Court fee	
		Sol	icitor's costs	
		To	tal amount	•
			Issued on	
	1	t you sho		
	explai	n 14 days from t ned overleaf un nation) you sh	der the headi	
•	at the	y the total am the address shaplaintiff direct re (see How to	n <mark>own in box</mark> ly if no addres	ss is shown
	• adı pay rep or	mit the claim ment, by filling ly form and ser	g in the front on the ding it to the	of the enclosed ne court:
	end	end the claim closed form and u do nothing	sending it to	o the court.
	agains	st you and enfor enced without f	rcement proce	edings may be
Signed Plaintiff('s solicitor) (or see enclosed form Particulars of claim)	1	nore informa please read		
of see enclosed form I articulars of Ciailli)	1			

V1 Default summons (fixed amount) (Order 3, rule 3(2×b))

Please read this page: it will help you deal with the summons

If you admit owing all the claim

either pay the total amount - see How to Pay on this page; or, if you require time to pay, fill in the part of the enclosed form for admitting the claim and return it to the court. Give details of how you propose to pay the claim.

If your offer of payment is accepted, the court will enter judgment and send an order telling you how to pay.

If your offer is not accepted, the court may either

- enter judgment and tell you how to pay; or
- arrange a hearing which you should attend.

You will be told what the court has decided.

If you dispute all or part of the claim

You may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid sign.

- Say how much you dispute in the part of the enclosed form for defending the claim and return it to the court. The court will arrange a hearing and will tell you when you should attend.
- If you dispute only part of the claim, you should also fill in the part of the form for admitting the claim and pay the amount admitted to the address for payment.
- If you have paid the amount of the plaintiff's claim since the summons was issued, fill in the part of the form for defending the claim. Say when you paid the claim. Then pay the costs to the address for payment unless you dispute having to pay them.

Explain your reasons.

- If the court named on the summons is not your local county court, you may write to the court named, asking for the case to be transferred to your local county court and explaining your reasons. However, if the case is transferred and you later lose the case, you may have to pay more in costs.
- A claim for £500 or less will normally be dealt with by arbitration under the small claims procedure. A free booklet about the small claims procedure is available from any county court office.

If you want to make a claim against the plaintiff

This is known as a counterclaim

Fill in the part of the enclosed form headed

Counterclaim. If your claim is for more than the plaintiffs claim, you may have to pay a fee - the court will let you know. Unless the plaintiff admits your counterclaim there will be a hearing. The court will tell you when to attend.

To be completed on the court copy only

Served on:

By posting on:

Officer:

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments.

This may make it difficult for you to get credit

- If the money is paid in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment. You will have to pay a fee for this.
- If you pay in full <u>after one month</u>, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment. You will have to pay a fee for this.

General information

- If you received this summons through the post, the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark. You have 14 days from this date to pay or reply to the summons.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If the total amount is not paid in full within 14 days after the date of service of this summons, you may have to pay more costs.
- When corresponding with the court, please address forms or letters to the Chief Clerk.
- Always quote the whole of the case number which appears at the top right corner of the front of this form; the court is unable to trace this summons without it.

How to Pay

- PAYMENT(S) MUST BE MADE
 to the person named at the address for payment
 quoting their reference and the court case
 number.
- DO NOT bring or send payments to the court.
 THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information, you should contact the plaintiff or his representative.

This summons was returned by the Post Office marked 'Gone Away' on:

an la ma			Alw	ays quote this numl
	County Court Summons	Case Number		
Plaintiff's		In the		
full name Address				County Cour
		The court of	fice at	
		is open from	10 am to 4 pm Mon	day to Friday
Plaintiff's Solicitor's Address				
Ref/Tel no. Defendant's			Seal	
name Address			mmons is only valid if seale not sealed, it should be sen	-
			EEP THIS SUMM IAY NEED TO RE	
What the p	plaintiff claims from you		ant does not live wit plaintiff states that	
Give brief description of type of claim e.g. price of goods		arose:	•	
Particulars of	the plaintiff's claim against you		Plaintiff's claim	

	Always quote this number
Case Number	
In the	
	County Court
The court of	fice at
is open from	10 am to 4 pm Monday to Friday
	Seal
	mmons is only valid if sealed by the court. not sealed, it should be sent to the court.
	TEED THE CHAMONE

use of action Court fee Solicitor's costs **Total amount** Issued on What you should do

enclosed form and sending it to the court. If you do nothing, judgment may be entered against you, and enforcement proceedings may be commenced without further notice. Signed

For more information on what to do next, please read the back of the form

Within 14 days from the date of service (which is explained overleaf under the heading General

pay the total amount into court (see Payments

admit the claim and make an offer of payment by filling in the front of the enclosed reply form and

defend the claim by filling in the back of the

information), you should either

into Court box overleaf);

sending it to the court;

Please read this page: it will help you deal with the summons

If you admit owing all the claim

either pay the total amount - see Payments into Court on this page; or, if you require time to pay, fill in the part of the enclosed form for admitting the claim and return it to the court. Give details of how you propose to pay the claim.

If your offer of payment is accepted, the court will enter judgment and send an order telling you how to pay.

If your offer is not accepted, the court may either:

- enter judgment and tell you how to pay; or
- arrange a hearing which you should attend.

You will be told what the court has decided.

If you dispute all or part of the claim

You may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid sign.

- Say how much you dispute in the part of the enclosed form for defending the claim and return it to the court. The court will arrange a hearing and will tell you when you should attend.
- If you dispute only part of the claim, you should also fill in the part of the form for admitting the claim and pay the amount admitted to the court.
- If you have paid the amount of the plaintiff's claim since the summons was issued, fill in the part of the form for defending the claim. Say when you paid the claim. Then pay the costs to the court unless you dispute having to pay them. Explain your reasons.
- If the court named on the summons is not your local county court, you may write to the court named, asking for the case to be transferred to your local county court and explaining your reasons. However, if the case is transferred and you later lose the case, you may have to pay more in costs.
- A claim for £500 or less will normally be dealt with by arbitration under the small claims procedure. Information about the small claims procedure is available from any county court office.

If you want to make a claim against the plaintiff

This is known as a counterclaim

Fill in the part of the enclosed form headed Counterclaim. If your claim is for more than the plaintiff's claim, you may have to pay a fee - the court will let you know. Unless the plaintiff admits your counterclaim there will be a hearing. The court will tell you when to attend.

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments.

This may make it difficult for you to get credit

- If the money is paid in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment. You will have to pay a fee for this.
- If you pay in full <u>after one month</u>, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment. You will have to pay a fee for this.

General information

- If you received this summons through the post, the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark. You have 14 days from this date to pay or reply to the summons.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If the total amount is not paid in full within 14 days after the date of service of this summons, you may have to pay more costs.
- When corresponding with the court, please address forms or letters to the Chief Clerk.
- Always quote the whole of the case number which appears at the top right corner of the front of this form; the court is unable to trace this summons without it.

Payments into Court

You can pay the court

by calling at the court office which is open 10 am to 4 pm Monday to Friday.

You may only pay by:

- cash
- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to

HM Paymaster General and crossed.

Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed.

This method of payment is at your own risk.

And you must:

- pay the postage
- enclose this form
- enclose a self addressed envelope so that the court can return this form with a receipt

The court cannot accept stamps or payments by bank and giro credit transfers.

Note: You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff

To be completed on the court copy only

Served on:

By posting on:

Officer:

This summons was returned by the Post Office marked 'Gone Away' on:

80	
County Court Summons	Case Number (Always quote this)
	In the
	County Court
(1)	Court Address:
Plaintiff's ull name ddress	
	The court office at the above address is open from 10 am to 4pm Monday to Friday
(2) lame and ddress for ervice and ayment idifferent from above) el no. Reference	seal
(3) Defendant's ame ddress	
What the plaintiff claims from you	If the defendant does not live within the district of the court, the plaintiff states that the cause of action arose
Give brief description of type of claim e.g. price of goods	
Particulars of the plaintiff's claim against you	Plaintiff's claim
	Court fee
	Solicitor's costs
	Total amount
	Issued on
	What you should do Within 14 days from the date of service (which is explained overleaf under the heading General information) you should either: • pay the total amount to the person named at the address shown in box (2). Only pay the plaintiff directly if no address is shown there. (see How to Pay on back); or • admit the claim and make an offer of payment by filling in the front of the attached reply form, detaching it and sending it to the court; or • defend the claim by filling in the back of the attached form, detaching it and sending it to the court. If you do nothing, judgment may be entered against you and enforcement proceedings may be commenced without further notice.
Plaintiff('s solicitor)	For more information on what to do next, please read the back of the form
(SPC) Default summons (fixed amount) (Order 3, rule 3(2)(b))	non, prease read the back of the form

Please read this page: it will help you deal with the summons

If you admit owing all the claim

either pay the total amount to the plaintiffsee How to Pay on this page; or, if you require time to
pay, fill in the part of the attached form for admitting
the claim, detach it and return it to the court.
Give details of how you propose to pay the claim.
If your offer of payment is accepted, the court will
enter judgment and send an order telling you how to pay.
If your offer is not accepted, the court may either:

- enter judgment and tell you how to pay; or
- arrange a hearing which you should attend.

You will be told what the court has decided.

If you dispute all or part of the claim

You may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid sign.

- Say how much you dispute in the part of the attached form for defending the claim, detach it and return it to the court. The court will arrange a hearing and will tell you when you should attend.
- If you dispute only part of the claim, you should also fill in the part of the form for admitting the claim, and pay the amount admitted to the address for payment.
- If you have paid the amount of the plaintiff's claim since the summons was issued, fill in the part of the form for defending the claim. Say when you paid the claim. Then pay the costs to the address for payment unless you dispute having to pay them. Explain your reasons.
- If the court named on the summons is not your local county court, you may write to the court named asking for the case to be transferred to your local county court and explaining your reasons. However if the case is transferred and you later lose the case, you may have to pay more in costs.
- A claim for £500 or less will normally be dealt with by arbitration under the small claims procedure. A free booklet about the small claims procedure is available from any county court office.

If you want to make a claim against the plaintiff

This is known as a counterclaim
Fill in the part of the attached form headed
Counterclaim. If your claim is for more than the
plaintiff's claim, you may have to pay a fee - the court
will let you know. Unless the plaintiff admits your
counterclaim there will be a hearing. The court will
tell you when to attend.

To be completed on the court copy only

This summons was returned by the Post Office marked `Gone away' on:

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments.

This may make it difficult for you to get credit

- If the money is paid in full <u>within one month</u> of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment. You will have to pay a fee for this.
- If you pay in full <u>after one month</u>, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment. You will have to pay a fee for this.

General information

- If you received this summons through the post, the date of service will be 8 days (for a limited company at its registered office, the 3rd working day) after the date of issue as shown on this summons. You have 14 days from this date to pay or reply to the summons.
- You can get help to complete the attached form at any county court office or citizens' advice bureau.
- If the total amount is not paid in full within 14 days after the date of service of this summons, you may have to pay more costs.
- When corresponding with the court, please address forms or letters to the Chief Clerk.
- Always quote the whole of the case number which appears at the top right corner of the front of this form; the court is unable to trace this summons without it.

- How to Pay -

- PAYMENT(S) MUST BE MADE to the person named at the address for payment, quoting their reference and the court case number.
- DO NOT bring or send payments to the court.
 THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information you should contact the plaintiff or his representative.

Do not send payments to the court

	County Court Summon
Plaintiff's full name address	
Plaintiff's Solicitor's address Ref/Tel No.	
Defendant's name address	
What the	plaintiff claims from you
Give brief description of type of claim	
Particulars of	the plaintiff's claim against you

Always quote this number				
Case Number				
In the				
	County Court			
The court of	office at			
is open from	is open from 10am to 4pm Monday to Friday			
	Seal			
	is only valid if sealed by the court. It is should be sent to the court.			

Plaintiff's claim - see particulars

If the defendant does not live within the district of the court, the plaintiff states that the cause of

Plaintiff's claim : see particulars

Court fee

Solicitor's costs

Total amount

Issued on

What you should do

action arose:

Within 14 days from the date of service (which is explained overleaf under the heading General Information), you should either

 admit the claim and make an offer of payment, by filling in the front of the enclosed reply form and sending it to the court;

or

• **defend the claim** by filling in the back of the enclosed form and **sending it to the court**.

If you do nothing, judgment may be entered against you.

For more information on what to do next, please read the back of the form.

If you admit the claim or any part of it

You may pay an appropriate amount into court to compensate the plaintiff (see Payments into Court box on this page), accompanied by a notice (or letter) that the payment is in satisfaction of the claim. If the plaintiff accepts the amount paid he is also entitled to apply for his costs.

If you require time to pay complete the enclosed form of admission and give details of how you propose to pay the plaintiff. If that offer is accepted the court will send an order telling you how to pay. If it is not accepted, the court may either:

- enter judgment and tell you how to pay or
- arrange a hearing which you should attend.

You will be told what the court has decided.

If the plaintiff does not accept the amount paid or offered, the court will fix a hearing to decide how much you must pay to compensate the plaintiff. The court will tell you when the hearing, which you should attend, will take place.

If you dispute all or part of the claim

You may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid sign.

- Say how much you dispute in the part of the enclosed form for defending the claim and return it to the court. The court will arrange a hearing and will tell you when you should attend.
- If you dispute only part of the claim, you should also fill in the part of the form for admitting the claim and pay the amount admitted into court.
- If the court named on the summons is not your local county court, you may write to the court named asking for the case to be transferred to your local county court and explaining your reasons. However, if the case is transferred and you later lose the case, you may have to pay more in costs.
- A claim for £500 or less will normally be dealt with by arbitration under the small claims procedure. A free booklet about the small claims procedure is available from any county court office.

If you want to make a claim against the plaintiff

This is known as a counterclaim.

Fill in the part of the enclosed form headed Counterclaim. If your claim is for more than the plaintiff's claim, you may have to pay a fee — the court will let you know. Unless the plaintiff admits your counterclaim there will be a hearing. The court will tell you when to attend.

To be completed on the court copy only

Served on:

By posting on:

Officer:

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments.

This may make it difficult for you to get credit

- If the money is paid in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment.
- If you pay in full <u>after one month</u>, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment.

General information

- If you received this summons through the post the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- Please address forms or letters to the Chief Clerk.
- Always quote the whole of the case number which appears at the top right corner of the front of this form; the court is unable to trace this summons without it.

Payments into Court

You can pay the court

by calling at the court office which is open 10 am to 4 pm Monday to Friday.

You may only pay by:

- cash
- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster General and crossed. Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed. This method of payment is at your own risk.

And you must:

- pay the postage
- enclose this form
- enclose a self addressed envelope so that the court can return this form with a receipt

The court cannot accept stamps or payments by bank and giro credit transfers.

Note: You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff.

This summons was returned by the Post Office marked 'Gone Away' on:

R _a		Always quote this case number			
	Fixed Date Summons	Case Number			
Pre-Trial Review	Pre-Trial Review	In the			•
Plaintiff's			C	County Co	urt
Full name Address		The court of	ffice at		·
		is open fron	10am to 4pm	Monday to Fr	riday
dame and ddress for ervice and sayment (different from above) Ref/Tel No.		Do not sen	d payment	ts to the c	court
Defendant's Jame Address			Seal		
	defendant	(see particula	ars enclosed)		
			Court fee		
		Sol	licitor's costs		
			Total		
		This summons w	as issued on		<u> </u>
• The I	Registrar will consider giving directions for the determination	1			
on		am/pm			
at					

when you are summoned to attend. Failure to attend may result in judgment being entered against you.

Important — for instructions turn over

Instructions

Within 14 days after the date of service

(which is explained under the heading General information below)

- If there is a claim for money and you admit the claim or any part of it, pay the amount admitted and the costs to the address for payment overleaf (see How to Pay box). If you require time to pay, complete the enclosed form of admission.
- If you dispute the claim or any part of it, return the enclosed form of defence to the court, stating clearly how much you dispute and your reasons for doing so. If you dispute only part of the claim, you should also fill in the form of admission. Pay the amount admitted to the address for payment.
- If you have a claim against the plaintiff, complete and return to the court the enclosed form of counterclaim giving details of your claim. If your claim is for more than the plaintiff's claim, you may have to pay a feethe court will let you know.
- Unless you pay or make an admission and proposal for payment which the plaintiff accepts, you should attend the court at the time and place stated on the summons. Be prepared to give the court information about the nature of your case. The court will then give directions as to how the action is to be dealt with. If you intend to ask the court for any particular direction, you should give notice of your intention to the court and the plaintiff. If you do not attend as stated on the summons, judgment may be entered against you.

General information

- If you received this summons through the post the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If you dispute the claim, you may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid
- You can get application forms for issue of a witness summons at the court office.
- Fixed date summons (pre-trial review)

by inserting it enclosed in an envelope addressed to the defendant, in the letter box at the address stated on the summons. I have

(or on

same day)

at the address stated on the summons

apparently not less than 16 years old, who promised to give it to the defendant on the

reason to believe that the summons will reach the defendant in sufficient time,

- If you intend to defend this claim and the court named on the summons is not your local county court, you may write to the court named, asking for the action to be transferred to your local county court and explaining your reasons. However, if the case is transferred and you later lose the case, you may have to pay more in costs.
- Any delay in payment or in returning the enclosed form may add to the costs.
- When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments.

This may make it difficult for you to get credit. If the money is paid in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment. You will have to pay a fee for this.

If you pay in full after one month, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment. You will have to pay a fee for

How to Pay

- PAYMENT(S) MUST BE MADE to the person named at the address for payment quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information, you should contact the plaintiff or his representative.

Certificate of Service I certify that the summons of which this is a true copy was served by me on (date) Service was effected (tick and complete whichever applies) by posting it to the defendant at the address stated on the summons. by posting it to (leaving it at) the address stated on the summons as the registered office of the limited company. by posting it to (leaving it at) the address stated on the summons as the place of business of the limited company. by delivering it to the defendant personally (or to
--

Certificate of service (Order 7, rule 6 (1)(a) and (2))

Bailiff/Officer of the Court

served for the following reasons:

[certify that the summons has not been

Bailiff/Officer of the Court

	Fixed Date Summons	Case Number	Aiways quote (ans named.
		In the		
Die				County court
Plaintiff's ull name Address		The court office	ce at	
		is open from 1	0 am to 4 pm Mon	day to Friday
dame and ddress for ervice and ayment (different from above) Ref/Tel No.		Do not sen	d payments Seal	to the court
Defendant's ame Address				
To the defe	endant			
• The p	olaintiff claims	(see part	iculars enclosed)	
			Court fee	1
			Solicitor's costs	,
			Total amount	
		This summo	ns was issued on	
• The c	laim will be heard			
on		am/pm		
at				
when	you are summoned to attend. Failure to attend may resu	ılt in judgment bein	g entered against	you.

Important - for instructions turn over

Please read this page: it will help you deal with the summons

Instructions

Within 14 days after the date of service (which is explained under the heading General information below) you must complete the enclosed form of reply and send it to the court. Delay in returning the reply form may add to the costs.

General information

- If you received this summons through the post, the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If you dispute the claim, you may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid sign.
- You can get application forms for issue of a witness summons at the court office.
- When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments.

This may make it difficult for you to get credit

- If the money is paid in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment. You will have to pay a fee for this.
- If you pay in full <u>after one month</u>, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment. You will have to pay a fee for this.

N4	Fixed	date	summons
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I certify that the summons has not been served for the following reasons:

Bailiff/Officer of the Court

How to Pay

- PAYMENT(S) MUST BE MADE to the person named at the address for payment quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information, you should contact the plaintiff or his representative.

Certificate of Service

was served by me on (date)

certify that the summons of which this is a true copy

CASE NO.

Servic	Service was effected (tick and complete whichever applies)
	by posting it to the defendant on at the address stated on the summons.
	by posting it to (leaving it at) the address stated on the summons as the registered office of the limited company.
	by posting it to(leaving it at) the address stated on the summons as the place of business of the limited company.
	by delivering it to the defendant personally (or to
	apparently not less than 16 years old, who promised to give it to the defendant on the same day) (or on)
	at the address stated on the summons (or at
	by inserting it, enclosed in an envelope addressed to the defendant, in the letter box at the address stated on the summons. I have reason to believe that the summons will reach the defendant in sufficient time,

	Summons for Possession of Land	1
Plaintiff's ull name Address		
Name and ddress for ervice and ayment f different from above) Ref/Tel No.] Li
Defendant's name Address		
● The p	laintiff claims possession] 1

_	Always quote this number
Case Number	
In the	
	County court
The court office	at
is open from 10	am to 4 pm Monday to Friday
o not cond	navments to the court



on the grounds stated in the particulars of claim

The plaintiff also makes a claim for money (see particulars enclosed)

Court fee

Solicitor's costs

Total amount

This summons was issued on

am/pm

The claim will be heard

on at

when you are summoned to attend.

Important - for instructions turn over

Please read this page: it will help you deal with the summons

Instructions

Within 14 days after the date of service (which is explained under the heading General information below) you must complete the enclosed form of reply and send it to the court. Delay in returning the reply form may add to the costs.

General information

- If you received this summons through the post, the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If you dispute the claim, you may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid sign.
- You can get application forms for issue of a witness summons at the court office.
- When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments.

This may make it difficult for you to get credit

- If the money is paid in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment. You will have to pay a fee for this.
- If you pay in full after one month, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment. You will have to pay a fee for this.

N5	Possession	summons	

occupied by virtue of the presence of furniture or recovered, the premises being at the time vacant (or

Bailiff/Officer of the Court

other goods)

being a conspicuous part of the property sought to be

How to Pay

- PAYMENT(S) MUST BE MADE to the person named at the address for payment quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information, you should contact the plaintiff or his representative.

by posting it to (leaving it at) the address stated on the summons as the registered office of the limited company.

Certificate of Service: Possession Summons

certify that the summons of which this is a true copy

7as served by me on (date)

CASE NO.

served for the following reasons: certify that the summons has not been (or at

or on to give it to or to

company

by delivering it to the defendant personally

	Total S
Plaintiff's full name Address	

Plaintiff's

Possession Summons (Forfeiture)

Case Number	
In the	
	County Court
The court offic	e at
is open from 1	0 am to 4 pm Monday to Friday
	Seal

Ref/Tel No.

Defendant's name Address

The plaintiff claims possession

for non-payment of rent, details of which are stated in the enclosed particulars of claim

Rent in arrears at date of issue of this summons

Solicitor's costs

Court fee

(1) Total amount

This summons was issued on

(1) See note (a) overleaf

• The claim will be heard

on	am/pm
at	

when you are summoned to attend.

Important — for instructions turn over

Instructions

You must either

Pay into court all monies required to satisfy the claim, as set out in paragraph (a) below. (See Payments into Court box).

Within 14 days of service you should complete the enclosed form of reply and send it to the court.

General information

- (a) This action will cease if, at least 5 clear days before the hearing date you pay into court the total sum shown overleaf, together with any further rent that has become payable between the date when the summons was issued and the date when it was served on you. You can find the daily rate of rent in the enclosed particulars of claim.
- (b) If you do not pay as in paragraph (a) above at least 5 clear days before the hearing date, the hearing will proceed and the plaintiff may ask for judgment for that amount, together with any further sum that has fallen due up to the hearing date and costs.
- (c) You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- (d) If you dispute the claim, you may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid sign.
- (e) You can get application forms for issue of a witness summons at the court office.
- (f) Any delay in payment or in returning the enclosed form may add to the costs.
- (g) When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Possession summons (forfeiture)

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments.

This may make it difficult for you to get credit.

If the money is paid in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment. You will have to pay a fee for this.

If you pay in full after one month, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment. You will have to pay a fee

Payments into Court

You can pay the court

by calling at the court office which is open 10 am to 4 pm Monday to Friday.

You may only pay by:

- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster General and crossed.

Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed. This method of payment is at your own risk. And you must:

- - pay the postage enclose this form
 - enclose a self addressed envelope so that the court can return this form with a receipt

9

The court cannot accept stamps or payments by bank and giro credit transfers.

Note:

at the address stated on the summons (or at

(or on

apparently not less than 16 years old, who promised to give it to the defendant on the same day)

You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff.

OR I certify that the summons has not been served for the following reasons:	being a conspicuous part of the property sought to be recovered, the premises being at the time vacant (or occupied by virtue of the presence of furniture or other goods).	by inserting it enclosed in an envelope addressed to the defendant, in the letter box at the address stated on the summons. I have reason to believe that the summons will reach the defendant in sufficient time, because:

ervice was by delivering it to the defendant personally (or to by posting it to (leaving it at) the address stated summons as the place of business of the limited by posting it to (leaving it at) the address stated on by posting it to summons as the company. company. at the address stated on the summons effected the defendant registered office of the limited (nick and applies)

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I certify that the summons of which this is a true Certificate of Service Possession Summons Case No

copy was served by me on (date)

Bailiff/Officer of the Coun

**		Always quote this number	
	Summons for	Case Number	
	Arrears of Rent	In the	
		_,	County Court
Plaintiff's full name Address		The court office a	t
		is open from 10 a	m to 4 pm Monday to Friday
Name and address for ervice and payment. of different from above) Ref/Tel No.		Do not send p	Seal Seal
name Address			
To the def			<u> </u>
• The plain	ntiff claims arrears of rent	(see particulars	
			Court fee
			tor's costs
			amount
		This summons was	s issued on
• The clair	m will be heard		
on		am/pm	
at			
when yo	u are summoned to attend.		

Important — for instructions turn over

Instructions

- If you admit the claim or any part of it, pay the amount admitted and the costs to the address for payment overleaf (see How to Pay box). Delay in payment may add to the costs.
- If you dispute the claim or any part of it or if you require time for payment, you must attend the court at the time and place stated on the summons, otherwise judgment may be given in your absence.

General information

- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If you dispute the claim, you may be entitled to help with your legal costs. Ask about the legal aid scheme at any county court office, citizens' advice bureau, legal advice centre or firm of solicitors displaying the legal aid sign.
- You can get application forms for issue of a witness summons at the court office.
- When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

by inserting it enclosed in an envelope addressed to the defendant, in the letter box

reason to believe that the summons will at the address stated on the summons. I have

reach the defendant in sufficient time,

- How to Pay

- **PAYMENT(S) MUST BE MADE** to the person named at the address for payment quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information, you should contact the plaintiff or his representative.

Registration of judgments

If the summons results in a judgment being made against you, your name and address may be entered in the Register of County Court Judgments. This may make it difficult for you to get credit If the money is paid in full within one month, of the date of judgment you can ask the court to remove the entry and for a certificate proving payment. You will have to pay a fee for this. If you pay in full after one month, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment. You will have to pay a fee for this.

(or on

at the address stated on the summons

promised to give it to the defendant on the same day)

apparently not less than 16 years old, who

N7 Summons for r	ent
------------------	-----

I certify that the sumn is a true copy was serv	Certificate of Servi	CASE NO.
t the sumn y was serv	e of Servi	

vice	rtify
was	tha cop
effec	t the y was
vice was effected (tick and complete whichever app	ertify that the summons of which this true copy was served by me on (date)
(tick a	mon: ved h
ad comp	s of v
lete whi	vhict e on
chever a) this (date
2	

by posting it to (leaving it at) the address

stated on the summons as the registered

office of the limited company.

by posting it to the defendant on

lete whichever applies)

at the address stated on the summons.

by delivering it to the defendant personally

stated on the summons as the place of by posting it to (leaving it at) the address

business of the limited company.

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that	meate
the	9
summon	Service
110 m	ice

served for the following reasons: I certify that the summons has not been

Bailiff/Officer of the Court

Form for Replying to a Summons	In the County Court
 Read the notes on the summons before completing this form Tick the correct boxes and give the other details asked for Send or take this completed and signed form immediately to 	Case Number Always quote this
the court office shown on the summons You should keep your copy of the summons unless you are	Plaintiff (including Ref.)
making full payment For details of where and how to pay see the summons	Defendant
What is your full name? (BLOCK CAPITALS)	Death account and position
Surname	c. Bank account and savings I do not have a bank account
Forenames	I have a bank account with
Mr Mrs Miss Ms	(branch)
How much of the claim do you admit?	The account is in credit overdrawn £:
All of it (complete only sections 1 and 2)	☐ I do not have a savings account
Part of it (sections 1, 2, 3, 4, 5) Amount £:	I have a savings account with
None of it (complete sections 3, 4 and 5 overleaf)	(branch)
None of it (complete sections 3, 4 and 3 overleaf)	The amount in the account is \mathfrak{L} :
Section 1 Offer of payment	d. Dependants (people you look after financially)
I offer to pay the amount admitted on (date)	Number of dependants (give ages of children)
or for the reasons set out below	e. Outgoings
I cannot pay the amount admitted in one instalment	I make regular payments as follows:
but I can pay by monthly instalments of £:	weekly monthly
Fill in the next section as fully as possible. Your answers will help the plaintiff decide whether your offer is realistic and ought to be accepted.	Mortgage
Your answers will also help the court, if necessary, to fix a rate of payment that you can afford.	Rent \coprod £ :
	Mail order \coprod £ :
Section 2 Income and outgoings	TV Rental/licence
a. Employment I am	HP repayments
	Court orders £ :
☐ Unemployed	specify period: yearly, quarterly, etc.
A pensioner	Gas £ :
Self employed as	Electricity £ :
Employed as a	Community charge £ :
My employer is	Water rates £ :
Employer's address:	Other regular payments (give details below)
	£ :
b. Income specify period: weekly, fortnightly, monthly, etc.	Credit card and other debts (please list)
My usual take home pay£:	croair our a una cuiter accio (presse in)
Child benefit(s) total £ :	${f f}$:
Other state benefit(s) total £ : My pension(s) total £ :	
My pension(s) total £ : Other people living in my	Of the payments above, I am behind with payments to
home give me \mathfrak{t} :	•
Other income (give details) £ :	£ :
continue on a separate sheet if necessary – put the c	ase number in the top right hand corner
Give an address to which notices about this case should be sent to you	Signed
	(to be signed by you or by your solicitor)
Post code	Dated

			Case No
Section 3 Defending the claim: defence	 '	ction 4	Making a claim against the plaintiff: counterclaim
Fill in this part of the form only if you wish to defend the claim or part of the claim	F	ill in this p	part of the form only if you wish to make a claim plaintiff
a. How much of the plaintiff's claim do you dispute? All of it	a a	gainst you	m against the plaintiff is for more than his claim , you may have to pay a fee. Ask at the court her a fee is payable
Part of it give amount £ If you dispute only part of the claim, you must complet sections 1 and 2 overleaf and part b. below	e . a		s the nature of the claim you wish to make the plaintiff?
b. What are your reasons for disputing the claim?	b		claim is for a specific sum of money, how much u claiming?
	c	. What a	are your reasons for making the claim?
continue on a separate sheet if nece	essary – put the	case number	in the top right corner
Section 5 Arbitration under the Small Clai	ims Proce	dure	
(This involves an informal hearing taking place in private	e instead of	a formal	trial held in public)
Fill in this part if the claim against you or the amount you	ı claim is m	ore than £	500
Do you want the case to be dealt with by arbitration?	Yes 🔲	No [
 Notes If you defend a claim for £500 or less it will be referred be dealt with by arbitration you will have to apply to the When a defended claim is arbitrated the decision of in which a judge can set aside an arbitration decision. 	the court. the arbitrat	The court	office can give you more details.
Give an address to which notices about this case should be sent to you		Signed	
		(to be sig	gned by you or by your solicitor)
Post code		Dated	

Form for Replying to a Summons	In the County Court
 Read the notes on the summons before completing this for Tick the correct boxes and give the other details asked for 	Case Number (always quote this)
 Send or take this completed and signed form immediately to the court office shown on the summons You should keep your copy of the summons unless you are 	Plaintiff (reference)
making full payment For details of where and how to pay see the summons	Defendant
What is your full name? (BLOCK CAPITALS)	
Surname	c. Bank account and savings
	I do not have a bank account
Forenames Mr Mrs Miss Ms	I have a bank account with
How much of the claim do you admit?	At (branch)
	The account is \square in credit \square overdrawn $\mathfrak L$:
All of it (complete only sections 1 and 2)	I do not have a savings account
Part of it (sections 1, 2, 3, 4, 5) Amount £:	I have a savings account with
None of it (complete sections 3, 4 and 5 overleaf)	At (branch)
Section 1 Offer of payment	The amount in the account is \mathfrak{L} :
I offer to pay the amount admitted on (date)	
or for the reasons set out below I cannot pay	d. Dependants (people you look after financially) Number of dependants
the amount admitted in one instalment	(give ages of children)
but I can pay by monthly instalments of \mathfrak{L} :	e. Outgoings
Fill in the next section as fully as possible. Your answers will help the plaintiff decide whether your offer is realistic and ought to be accepted. Your answers will also help the court,if necessary, to fix a rate of payment	I make regular payments as follows :
that you can afford.	Mortgage
Section 2 Income and outgoings	Rent
a. Employment I am	Mail order \square \square \mathfrak{L} :
Unemployed	TV rental/licence \square \square \mathfrak{L} :
A pensioner	HP repayments
Self employed as a	Court orders
	specify period: yearly, quarterly etc.
Employed as a	Gas £ :
My employer is	Electricity £ :
Employer's address	Community charge
	Water rates £ :
b. Income specify period: weekly, fortnightly, monthly etc	Other regular payments (give details below)
	·
Child homefit(a) total	£ :
My state honefit(s) total	Credit card and other debts (please list)
My nancian(a) total	
Other people living in my home give me	£ :
Other income (give details below)	Of the payments above, I am behind with payments to
	7
$ _{\mathfrak{E}}$:	$ \cdot $
	ry - put the case number in the top right hand corner
Give an address to which notices about this case should be sent to you	Signed
	(to be signed by you or by your solicitor)
Post	Dated

	Case No
Section 3 Defending the claim: defence	Section 4 Making a claim against the plaintiff: counterclaim
Fill in this part of the form only if you wish to defend the claim or part of the claim	Fill in this part of the form only if you wish to make a claim
a. How much of the plaintiff's claim do you dispute? All of it	against the plaintiff If your claim against the plaintiff is for more than his claim against you, you may have to pay a fee . Ask at the court office whether a fee is payable.
Part of it Give amount £ If you dispute only part of the claim, you must complete	a. What is the nature of the claim you wish to make against the plaintiff?
sections 1 and 2 overleaf and part b. below	
b. What are your reasons for disputing the claim?	b. If your claim is for a specific sum of money, how much are you claiming?
	c. What are your reasons for making the claim?
continue on a separate sheet if necessary -	put the case number in the top right corner
Section 5 Arbitration under the Small Claim	s Procedure
(This involves an informal hearing taking place in private in	stead of a formal trial held in public)
Fill in this part if the claim against you or the amount you claid Do you want the case to be dealt with by arbitration? Yes	
Notes	arbitration automatically. If you do not want the claim to court. The court office can give you more details. rbitrator is final. There are only very limited
Give an address to which notices about this case should be sent to you	Signed (to be signed by you or by your solicitor) Dated

Form for Replying to a Summons County Court (return of goods) Always Case Number quote Read the notes on the summons before completing this form Tick the correct boxes and give the other details asked Plaintiff (including reference) for Send or take this completed and signed form Defendant immediately to the court office shown on the summons You should keep your copy of the summons unless you are making full payment For details of where and how to pay see the summons What is your full name? (BLOCK CAPITALS) **b. Income** specify period: weekly, fortnightly, monthly etc. My usual take home pay Child benefit(s) total Other state benefit(s) total My pension(s) total Mrs | Miss Ms | Other people living in my home give me How much of the claim do you admit? Other income (give details) _ All of it (complete only sections 1 and 2) c. Bank account and savings Part of it (sections 1, 2, 3, 4, 5) Amount £ I do not have a bank account **None of it** (complete sections 3, 4, and 5 overleaf) I have a bank account with At. (hranch) Are the goods in your possession? Yes \square No \square The amount in the account is £ I understand that if the plaintiff accepts my offer of I do not have a savings account payment by instalments the court will make an order for I have a savings account with the return of the goods but the plaintiff will not be able to At (branch) enforce this order so long as I pay the instalments The amount in the account is punctually. d. Dependants (people you look after financially) Section 1 Offer of payment Number of dependants (give ages of children)..... I offer to pay the amount admitted on (date)..... weekly monthly or for the reasons set out below Morgage £ I cannot pay the amount admitted in one instalment Rent £ but I can pay by monthly instalments of Mail order £ Fill in the next section as fully as possible. Your answers will help the plaintiff decide whether your offer is realistic and ought to be accepted. Your Answers will also help the court, if necessary, to fix a rate of payment that you can afford. TV rental/licence £ £ HP repayments Court orders £ Section 2 **Income and outgoings** specify period: yearly, quarterly etc. a. Employment I am Gas £ ☐ Unemployed Electricity £ A pensioner Community charge £ Water rates £ Self employed as Other regular payments: (give details below) £ Employed as a Credit card and other debts: (please list) My employer is Employer's address: Of payments above, I am behind with payments to continue on a separate sheet if necessary - put the case number in the top right hand corner Give an address to which notice about this case should Signed be sent to you (To be signed by you or by your solicitor) Post Dated code N10 (HP/CCA) Form of admission, defence and counterclaim to accompany forms N3 and N4 (Hire Purchase Act 1965, section 35 or Hire Purchase Act 1938, section 12,

In the

Section 3 Defending the claim: defence	Section 4 Making a claim against the plaintiff: counterclaim
Fill in this part of the form only if you wish to defend the claim or part of the claim.	Fill in this part of the form only if you wish to make a claim against the plaintiff
a. How much of the plaintiff's claim do you dispute?	If your claim against the plaintiff is more than his claim
All of it	against you, you may have to pay a fee. Ask at the court office whether a fee is payable.
Part of it give amount £	a. What is the nature of the claim you wish to make against the plaintiff?
If you dispute only part of the claim, you must complete sections 1 and 2 overleaf and part b. below.	
b. What are your reasons for disputing the claim?	b. If your claim is for a specific sum of money, how much are you claiming?
	£
	c. What are your reasons for making the claim?
continue on a separate sheet if necessary	l - put the case number in the top right corner
Section 5 Arbitration under the Small Cla	
(This involves an informal hearing taking place in private	e instead of a formal trial held in public)
Fill in this part of the form if the claim against you or the	amount you claim is more than £500
Do you want the case to be dealt with by arbitration?	
Notes If you defend a claim for £500 or less it will be referre	d to arbitration automatically. If you do not want the claim
to be dealt with by arbitration you will have to apply	to the court. The court office can give you more details.
 When a defended claim is arbitrated the decision of the circumstances in which a judge can set aside an arbit 	
Give an address to which notices about this case	
can be sent to you	Signed
Post code	(To be signed by you or by your solicitor) Dated

Case No.....

County Court (possession of land) Always Case Number Read the notes on the summons before completing this Plaintiff (including reference) form. Please use black ink Tick the correct boxes and give the other details asked for Send or take this completed and signed form immediately **Defendant** to the court office shown on the summons You should keep your copy of the summons For details of where and how to pay see the summons YOU MUST ANSWER QUESTION 1 Yes \square No \square 1. Do you admit the plaintiff is entitled to possession of the premises? Please give below any facts you would like the court to take into consideration when making an order for possession or your reasons for disputing the claim. YOU NEED ONLY ANSWER THE FOLLOWING QUESTIONS IF THERE IS ALSO A MONEY CLAIM AGAINST YOU No 2. Do you admit the money claim in full? Yes \square No 🗌 3. Do you admit only part of the money claim? £ Please state the amount admitted 4. If you dispute all or part of the plaintiff's money claim please give your reasons for doing so. continue on a separate sheet if necessary - put the case number in the top right hand corner Give an address to which notices about this case should be sent Signed to you (To be signed by you or by your solicitor) Post code

In the

Form for Replying to a Summons

Certificate of Service

CA	CD	N.T.	$\hat{}$
I.A	ЭΓ.	. INI	

CAS	CASE NO.					
	I certify that the summons of which this is a true copy was served by me on (date)					
Serv	ice was effected (tick and complete whichever applies)					
	by posting it to the defendant on at the address stated on the summons.					
	by posting it to (leaving it at) the address stated on the summons as the registered office of the limited company.					
	by posting it to (leaving it at) the address stated on the summons as the place of business of the limited company					
	by delivering it to the defendant personally (or to apparently not less than 16 years old, who promised to give it to the defendant on the same day (or on)					
	at the address stated on the summons (or at					
	by inserting, it enclosed in an envelope addressed to the defendant, in the letter box at the address stated on the summons. I have reason to believe that the summons will reach the defendant in sufficient time because:					
	Bailiff Officer of the Court					
OR	I certify that the summons has not been served					

for the following reasons:

Bailiff / Officer of the Court

N12 Certificate of service (Order 7, rule 6(1)(a) and (2))

Req	uest for Entry of Judgment by	Default	In the			
Plaint	iff			(County C	ourt
Defen	dant(s)		Case Number			
			Plaintiff's Ref			
	e enter judgment by default (the defendant has	=	·			
agains	st the defendant(s)		***************************************			• • • • • • • • • • • • • • • • • • • •
Ind	licate how the judgment is to be paid	Enter amounts as	shown	1	£	1
	Please tick appropriate box	Amount of claim	as stated in summons		*	
	Forthwith.	(including interest				
	, 	(•			
11	On or before	Court fees entered	l on summons			
	By instalments of £	Solicitor's charge ((if any) entered on su	mmons		
	for every	Solicitor's charge	(if any) on entering ju	ıdgment		
	the first instalment to be	Interest since issue	e of summons (if any)			ŀ
	paid on	Period	Rate	%		
				Sub total		
• Sig	ned	Deduct amount (in	f any) paid since issue	;		
Da	ted		Balance payable by	defendant		
Note: T	The court will not enforce the judgment unless you ask it to booklet which explains how you can enforce the judgment	o. nt is available from the co	urt office.	L		<u> </u>

N14 Request for entry of judgment in default action (Order 9, rule 6(1))

Dd 8155941 250M 11/89 Ed(272876)

Plaintiff (on acceptance of amount paid)	In the	G G
T TOTAL TOTA	Always	County Cou
Defendant	Case No. quote this	
Defendant	Plaintiff's Ref.	
	то тне	D PAYMENTS E COURT
The defendant having paid the whole amount of the plaintif court) by the defendant having been accepted by the plaintiff in sat And the plaintiff's costs having been taxed and allowed at the sum	sfaction of the claim)	paid (into
It is adjudged that the plaintiff do recover against the defendant of entering judgment)	the sum of £ fo	or his costs (including the cost
It is ordered that the defendant do pay the said sum to reach the	plaintiff by	
		
	Dated	
Take N	Votice	
If you do not pay in accordance with this order your goods may	Votice	enforcement proceedings
If you do not pay in accordance with this order your goods may may be taken against you * This judgment has been registered in the Register of County Court Judgments. T • If you pay in full within one month of the date of judgment, you can ask the county	Notice be removed and sold or other of the second to be the second to second to remove the entry and for a certificate	credit.
If you do not pay in accordance with this order your goods may may be taken against you This judgment has been registered in the Register of County Court Judgments. T	Notice be removed and sold or other of the second to be the second to second to remove the entry and for a certificate	credit.
f you do not pay in accordance with this order your goods may nay be taken against you This judgment has been registered in the Register of County Court Judgments. To If you pay in full within one month of the date of judgment, you can ask the county county can be the county county can be the count	Notice be removed and sold or other of the second to be the second to second to remove the entry and for a certificate	credit. proving payment. oving payment.

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N22 Judgment for plaintiff for costs where whole claim paid or amount paid accepted in satisfaction (Order 11, rules 2(3),(b), 3(5),(a))

Ju	dgment where Counterclaim is m	nade	In the		·		
Plai	ntiff					County C	our
		i	Case No.	Always quote			
Defe	endant			this		 	
			Plaintiff's				
			D		SEND PAY		
					Seal		
	It is adjudged that the plaintiff do recover against the defe £ for costs (or his costs of this action, to £), amount	for debt (o	or damages), a	nd
	(Or that judgment be entered for the defendant (or that a n for costs (or his costs to be taxed on so		e entered) and	the plainti	ff do pay the o	lefendant the s	um of
	And it is further adjudged that the defendant do recover for debt (or damages), and £ for costs (or his costs of this action, to be taxed on scale), amount		ounterclaim ag	-	laintiff the sur	m of £	
	(Or that judgment be entered for the plaintiff on the defendent do pay the plaintiff the sum of \pounds on the counterclaim)		unterclaim (or r costs (or his				nd tha
he same ucceeds e action d on the	It is ordered that the plaintiff (or defendant) do pay the pl with the costs when taxed) being the amount adjudged aga		r defendant) ⁽¹⁾	the sum o	f£	(togetl	ıcr
erclaim, omplete	(Or (2) the sum of £ (together with the co after the deduction of the amount adjudged to the plaintiff (together with the amo	(or defer	idant)), the sai	d sum to re	each the plain	iff by	
ds in the	within 14 days of taxation)						
and the ron the erclaim, omplete	Or (together with the amount of the costs when taxed) by if first instalment to reach the plaintiff by	instalme	nts of £		for every cal	endar month,	the
this section			D	ated			
	Take	e Notice	е				
	you do not pay in accordance with this order your good ay be taken against you	s may be	e removed and	d sold or o	ther enforce	ment proceed	ings
J. 13	This judgment has been registered in the Register of County Court Judgme						
er eu	f you pay in full within one month of the date of judgment, you can ask the fyou pay in full after one month, you can ask the court to mark the entry		-			•	
• 1	you pay in tun arter one monu, you can ask me count to mark the entry	m uie regis	ici as sausiicu air	u ioi a ceiuii	cate proving pay	ineur.	
	Address for Payment	, .		- How to	Pay		
	•	for payme DO NOT ACCEPT	TT(S) MUST BE ent quoting their bring or send pa ED. d allow at least 4	reference at yments to th	nd the court case e court. THEY	number. WILL NOT BE	
	•	or his repr Make sure Proof may cash unles	esentative. that you keep rec be required if the s you use register	cords and can are is any disa ed post.	account for all pagreement. It is n	ayments made, ot safe to send	
	•		iving further advi d more information tive.				rt.
The co	urt office at					···	

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N23 Judgment where counterclaim has been made (Order 21, rule 4(4))

Judgment for Plaintiff		
Plaintiff (with costs to be taxed)		County Court
	Case No. Always quote this	
Defendant	Plaintiff's Ref.	
		SEND PAYMENTS THE COURT
		Seal
It is adjudged that the plaintiff do recover against the defendant the and his costs of this action, to be taxed on scale	ne sum of £	for debt (or damages)
And (the defendant having paid the sum of £)	
t is ordered that the defendant do pay to the plaintiff the sum of a to by and do pay the amount of the taxed costs by that day or, if the costs haxation)		(forthwith) 4 days of
Or (together with the costs when taxed) by instalments of £ instalment to reach the plaintiff by	for every	calendar month, the first
	Dated	
Take Notice If you do not pay in accordance with this order your goods may proceedings may be taken against you. * This judgment has been registered in the Register of County Court Judgment in the Segment in the Register of County Court Judgment in the Segment in the Segmen	be removed and sold or others. This may make it difficult to remove the entry and	alt for you to get credit. It for a certificate proving payment.
If you do not pay in accordance with this order your goods may proceedings may be taken against you. * This judgment has been registered in the Register of County Court Judgment you pay in full within one month of the date of judgment, you can ask	be removed and sold or others. This may make it difficult to remove the entry and	ult for you to get credit. In the distribution of the distributio

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Jud Plainti	lgment for Plaintiff (Recovery of Land)	In the County Courty
Flainti		Case No. Always quote
Defend	lant	Plaintiff's Ref.
		DO NOT SEND PAYMENTS TO THE COURT
	· · · · · · · · · · · · · · · · · · ·	Seal .
the of clase the class of clase the class of cla		
	ther to the sum of £ ordered that the defendant do give the plaintiff possessi	on of the said land on the
[and taxat Or [t	that the defendant do pay the plaintiff the [total] sum m do pay the amount of costs when taxed by that day or, i tion] together with the amount of costs when taxed] by instalminstalment to reach the plaintiff by	f the costs have not been taxed, within 14 days of
		Dated
	Take No	tice
remo	pre to comply with this order may result in your eviction oved and sold to pay the money judgment is judgment has been registered in the Register of County Court Judgment ou pay in full within one month of the date of judgment, you can ask to pay in full after one month, you can ask the court to mark the entry	nents. This may make it difficult for you to get credit. the court to remove the entry and for a certificate proving payment.
	Address for Payment —	How to Pay
	payment DO NOT ACCEPT You show his represent the surplement of t	ald allow at least 4 days for your payment to reach the plaintiff or sentative. The that you keep records and can account for all payments made. The year of the required if there is any disagreement. The after the send cash unless you use registered post. The giving further advice about payment can be obtained from the court. The sed more information you should contact the plaintiff or his

The court office at

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Judgmer	nt for Plaintiff - Forfeit	I	In the		
Plaintiff	(Non-payment of	rent)		County Court	
		Case No.	Always quote		
Defendant		Plaintiff's	Ref.		
			Seal		
scrine ine	judged that the plaintiff is entitled to rears of claim enclosed with the summons in the	_	ant possession of the	land mentioned in the	
	of the land, amounting to £ ct thereof	, being in arrear and the	plaintiff having a righ	nt of re-entry or forfeiture	
And that £	t the plaintiff do recover against the defenda for costs (or his costs of this act			rent (and the sum of ether to the sum of	

(2) a date 4 weeks from the order

£

It is ordered that the defendant do pay the (total) sum mentioned above into the court office by (2) (and do pay the amount of the costs when taxed by that day or, if the costs have not been taxed, within 14 days of taxation)

And that unless payment of the said sum is made by the said date the defendant shall thereupon give possession of the said land to the plaintiff.

And it is further adjudged that the plaintiff do recover against the defendant by way of mesne profits the sum of

And it is ordered that the defendant do pay this further sum into the court office by

Dated

Take Notice

By post

You may only pay by:

Failure to comply with this order may result in your eviction by the bailiff of the court and your goods being removed and sold or other enforcement proceedings being taken against you

- * delete if * This judgment has been registered in the Register of County Court Judgments. This may make it difficult for you to get credit.
 - If you pay in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment.
 - If you pay in full after one month, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment.

Payments into Court

You can pay the court by calling at the court office which is open from 10 am to 4 pm Monday to Friday. You may only pay by:

- cash
- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief

))

Cheques and drafts must be made payable to HM Paymaster

And you must: pay the postage enclose this form

postal order

banker's or giro draft

Chief Clerk agrees)

This method of payment is at your own risk.

Clerk agrees)

enclose a self addressed envelope so that the court can return this form with a receipt

cheque (cheques may be accepted, subject to clearance, if the

General and crossed. Please bring this form with you.

The court cannot accept stamps or payments by bank and giro credit transfers.

The payment must be made out to HM Paymaster General and crossed.

Note: You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff

The court office at

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N27 Judgment for plaintiff in action of forfeiture for non-payment of rent (Order 22, rule 1(1))

Plaintiff (order refused under Rent Acts)	In the County Court
Defendant	Case No. Always quote this
Detendant	Plaintiff's Ref.
	Seal
It is adjudged for the purposes of section 138 of the County Colagainst the defendant possession of the land mentioned in the particular against the defendant possession of the land mentioned in the particular against the defendant possession of the land mentioned in the particular against the defendant possession of the land mentioned in the particular against the defendant possession of the land mentioned in the particular against the defendant possession of the land mentioned in the particular against the defendant possession of the land mentioned in the particular against the defendant possession of the land mentioned in the particular against the defendant possession of the land mentioned in the land mentioned mentioned in the land mentioned	

(1) her land as out in the particulars

led to recover ns in this action, namely:(1)

the rent of the land, amounting to £ in respect thereof

T. 4 . C . . . TD1 . ! . . 4 ! CC

, being in arrear and the plaintiff having a right of re-entry or forfeiture

And that the plaintiff do recover against the defendant the sum of £ £ for costs (or his costs of this action to be taxed on scale

for arrears of rent (and the sum of), (amounting together to the sum of

£

(2) a date not less than 4 weeks from the date of the order

* delete

if debt is not to be

registered

It is ordered that the defendant do pay the (total) sum mentioned above into the court office by (2) (and do pay the amount of the costs when taxed by that day or, if the costs have not been taxed, within 14 days of taxation)

For the aforesaid purposes only, that unless payment of the said sum is made by the said date the defendant shall thereupon give possession of the said land to the plaintiff

And it is further adjudged that the plaintiff do recover against the defendant by way of mesne profits the sum of

And it is ordered that the defendant do pay this further sum into the court office by

And no order or judgment being made or given under the Rent Acts for the recovery of possession of the land

It is ordered that no warrant shall issue to enforce the said order for possession

Dated

Take Notice

If you pay the rent arrears and costs in full by the date specified at (2) above (or within such time as the court may allow), you will be entitled to keep possession of the property under the existing lease. However, if you fail to pay the rent arrears and costs, your landlord may take further proceedings to evict you.

* This judgment has been registered in the Register of County Court Judgments. This may make it difficult for you to get credit.

- If you pay in full within one month of the date of judgment, you can ask the court to remove the entry and for a certificate proving payment.
- If you pay in full after one month, you can ask the court to mark the entry in the register as satisfied and for a certificate proving payment.

Payments into Court

You can pay the court by calling at the court office which is open from 10 am to 4 pm Monday to Friday.

You may only pay by:

- cash
- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster

General and crossed.

Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the
- Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed.

This method of payment is at your own risk.

And you must:

- pay the postage
- enclose this form
- enclose a self addressed envelope so that the court can return this form with a receipt

The court cannot accept stamps or payments by bank and giro credit transfers.

Note: You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff

The court office at

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N27(1) Judgment for plaintiff in action of forfeiture for non-payment of rent where order refused under Rent Acts (Order 22, rule 1(1))

Ju	dgment for Plaintiff - Forfeit	ture In the			
	intiff (suspended under Rent				
		Case No. Always quote			
Def	endant	this			
		Plaintiff's Ref.			
		Seal			
ere ibe the as set	It is adjudged that the plaintiff is entitled to recover of claim enclosed with the summons in this action, na	against the defendant possession of the land mentioned in the particulars mely: (1)			
the culars	the rent of the land, amounting to \pounds , being in arrear and the plaintiff having a right of re-entry or forfeiture in respect thereof				
	And that the plaintiff do recover against the defendant for costs (or his costs of this action for costs).				
date ss than ks from ate of	It is ordered that the defendant do pay the (total) sum mentioned above into the court office by (2) (and do pay the amount of the costs when taxed by that day or, if the costs have not been taxed, within 14 days of taxat				
rder	And that unless payment of the said sum is made by t land to the plaintiff	the said date the defendant shall thereupon give possession of the said			
	And it is further adjudged that the plaintiff do recover	ver against the defendant by way of mesne profits the sum of			
	And it is ordered that the defendant do pay this furth	ner sum into the court office by			
	And it is further ordered that execution on such ord plaintiff the said sum of £ and £	er be suspended for so long as the defendant punctually pays to the for mesne profits, making a total of £			
	by instalments of £ per to the current rent of £ per sum of £ has been paid	, commencing on the in addition and that no execution shall issue on such order when the said			
		Dated			
	•	Take Notice			
prope suspe	erty under the existing lease. In addition, if you keep to the terms mentio	or within such time as the court may allow), you will be entitled to keep possession of the ned in the final paragraph above, execution of this order for possession and payment will be order until you are better or back at work. If he will not do so, you should ask the court official			
ete t is be ered		Judgments. This may make it difficult for you to get credit. n ask the court to remove the entry and for a certificate proving payment. entry in the register as satisfied and for a certificate proving payment.			
	Pay	ments into Court			
	can pay the court	By post			
•	alling at the court office which is open	You may only pay by:			

You may only pay by:

- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster

General and crossed.

Please bring this form with you.

- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed.

This method of payment is at your own risk.

And you must:

- pay the postage
- · enclose this form
- enclose a self addressed envelope so that the court can return this form with a receipt

The court cannot accept stamps or payments by bank and giro credit transfers.

Note: You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff.

The court office at

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N27(2) Judgment for plaintiff in action of forfeiture for non-payment of rent where order suspended under Rent Acts (Order 22, rule 1(1))

Su	spended Order for Recovery of Land	In the	
Pla	intiff		County Court
		Case No. Always quote this	
Def	endant	Plaintiff's Ref.	
			SEND PAYMENTS THE COURT
			Seal
here ribe	It is adjudged that the plaintiff do recover against the oparticulars of claim enclosed with the summons in this act	-	of the land mentioned in the
land et out ne iculars	And that the plaintiff do recover against the defendant the profits and) \mathfrak{L} for costs (or his costs of this together to the sum of \mathfrak{L}).		for arrears of rent and mesne a scale), (amounting
	It is ordered that the judgment for possession shall no long thereafter as the defendant punctually pays to the play instalments of £ per in addition to		ays in any event, and for so rent, mesne profits and) costs
	And that the judgment for \mathfrak{L} (and costs to be defendant pays the instalments of \mathfrak{L} per	taxed) shall not be en	forced for so long as the
	And also that the judgment(s) shall cease to be enforced costs referred to above are satisfied.	ble when the (arrears	of rent, mesne profits and)
delete	CURRENT RENT (ARREARS TO DATE OF JUD	£ OGMENT £) ⁽²⁾
re ment n for	The first payment must reach the plaintiff by		
ars of and		Dated	l
ne its if	Take No Failure to comply with this order may result in your eviction by		and your goods being removed ar
	sold to pay the money judgment If you become ill or out of work, ask your landlord to suspend the order to	until you are better or back	at work. If he will not do so, you
elete ebt is to be stered	 should ask the court officials to help you prepare an application to the july This judgment has been registered in the Register of County Court July If you pay in full within one month of the date of judgment, you can ask If you pay in full after one month, you can ask the court to mark the ent 	adgments. This may make the court to remove the entr	y and for a certificate proving payme
	Addison for Dormant	How t	o Pay ———
	Address for Payment		•

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

	idgment for Plaintiff (mortgage or charge)	In the	County Coun
		Always	County Cour
De	fendant	Case No. quote this	
		Plaintiff's Ref.	
			ND PAYMENTS E COURT
			Seal
	Upon hearing		
	and upon reading		
ibe the is set the ulars	It is ordered that the defendant do deliver to the possession of the property comprised in a mortgage	• •	19, and known as: (1)
	And that the plaintiff do recover against the defend secured by the mortgage or charge and) the sum of £ (or his costs of this action to be	for costs, (amounting to	ncipal money and or interest ogether to the sum of
	And that the defendant do pay the plaintiff the (total (and do pay the amount of the costs when taxed by the opening of the costs when taxed instalment to reach the plaintiff by	hat day or, if the costs have not been taxed	, within 14 days of taxation) or every calendar month, the fir
		Dated	I
		Take Notice	
tis be \$	Failure to comply with this order may result in you and sold to pay the judgment	ur eviction by the bailiff of the court and	your goods being removed
	* This judgment has been registered in the Register of County Co	•	_
	 If you pay in full within one month of the date of judgment, you If you pay in full after one month, you can ask the court to mark 	·	•
	Address for Payment	How to	Pay
	•	 PAYMENT(S) MUST BE MADE to the for payment, quoting their reference an DO NOT bring or send payments to the ACCEPTED. You should allow at least 4 days for your or his representative. Make sure that you keep records and can a Proof may be required if there is any disagunless you use registered post. 	d the court case number. court. THEY WILL NOT BE payment to reach the plaintiff account for all payments made.
The	court office at	A leaflet giving further advice about paym If you need more information you should representative.	nent can be obtained from the court.

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N29 Judgment for plaintiff in action under a mortgage or charge (Order 22, rule 1(1))

	Always quote this number
Judgment for Plaintiff	Case Number
(payment by instalment)	In the
f	
Plaintiff	County Court
	The court office at
	is open from 10 am to 4 pm Monday to Friday
Name and address for payment Ref / Tel no.	Do not send payments to the cour
Defendant	Seal
It is adjudged that	
the plaintiff do recover against the defendant the sum of	for debt (or damages)
and	for costs.
amounting together to the sum of	
And (the defendant having paid the sum of)	
It is ordered that the defendant do pay the sum of	to the plaintiff
(by instalments of	for every calendar month
ti	he first instalment to reach the plaintiff by
Dated	
Take Notice If you do not pay in accordance with this order your goods may be removed. This judgment has been registered in the Register of County Court Judgment. If you pay in full within one month of the date of judgment, you can ask of If you pay in full after one month, you can ask the court to mark the en	ts. This may make it difficult for you to get credit.
Hov	v to Pay

there is any disagreement. It is not safe to send cash unless you use registered post.
A leaflet giving further advice about payment can be obtained from the court.

• If you need more information you should contact the plaintiff or his representative.

DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.

You should allow at least 4 days for your payment to reach the plaintiff or his representative.

Make sure that you keep records and can account for all payments made. Proof may be required if

Judgment for Plaintiff	Always quote this number	Case No.	
(Single payment)		In the	
			County Court
Plaintiff		The court of	
		is open fro	m 10 am to 4 pm Monday to Friday
Name and address for payment (if different from above) Ref / Tel no.		Do not s	end payments to the cou
Defendant			Seal
It is adjudged that the plaintiff do recover against the defendant the sum of			debt (or damages) costs.
And (the defendant having paid the sum of It is ordered that the defendant do pay the sum of		to	the plaintiff,
that the defendant do pay the sum of		60	me piamum,
Dated		to	reach the plaintiff <u>by</u>
Aske Notice: f you do not pay in accordance with this order your goods may be rem This judgment has been registered in the Register of Cour be to is not to This judgment has been registered in the Register of Cour in the segistered of the date of judgment in the segister of the segister	nty Court Judg t you can ask t mark the entry	ments.This may he court to remo y in the register	make it difficult for you to get credit. we the entry and for a certificate proving payme
PAYMENT(S) MUST BE MADE to the perso quoting their reference and the court case n			s for payment,
DO NOT bring or send payments to the cour		ILL NOT BI	E ACCEPTED.
You should allow at least 4 days for your payment			
 Make sure that you keep records and can accoun if there is any disagreement. It is not safe to send 			
A leaflet giving further advice about payment ca If you need more information you should contact.			
If you need more information you should contact	the plaintif	for his repre	sentative

N30(1) Judgment for plaintiff (Order 22, rule 1(1))

Judgment for Plaintiff	Always quote this number	Case No.	
Disposal without hearing (Single payment or instalment)	In the	
Plaintiff			County Court
		The court of	fice at
		is open from	10 am to 4 pm Monday to Friday
Name and address for payment (if different from above)		Do not s	send payments to the court
Ref/Tel no.			
Defendant		contained in the in writing of the date of service 2 working day by the postma	y objects to the terms for payment his order, they must notify the court heir objection within 14 days of the c of this form (The date of service is after the date of posting as shown rk). The court will arrange a hearing th parties of the date.
The court having considered the papers received from the parties			
It is adjudged that the plaintiff do recover against the defendant the sum of		for de	ebt (or damages)
and		for co	osts.
amounting together to the sum of			
And (the defendant having paid the sum of)			
It is ordered that the defendant do pay the sum of		to the	plaintiff
(by instalments of		for ev	very calendar month)
·	(the first	instalment) to 1	reach the plaintiff by
Dated			
Take Notice: If you do not pay in accordance with this order your goods may be removed at this judgment has been registered in the Register of County Co If you pay in full within one month of the date of judgment after one month, you can ask the court to the second county of the date of judgment.	ourt Judgments. ' you can ask the mark the entry in v to Pay	This may make it d court to remove the the register as satis	ifficult for you to get credit. entry and for a certificate proving payment. fied and for a certificate proving payment.
reference and the court case number.DO NOT bring or send payments to the court	rt THEV	WILL NOT	RE ACCEPTED

You should allow at least 4 days for your payment to reach the plaintiff or his representative.

is any disagreement. It is not safe to send cash unless you use registered post.

A leaflet giving further advice about payment can be obtained from the court.

If you need more information you should contact the plaintiff or his representative.

Make sure that you keep records and can account for all payments made. Proof may be required if there

N30(2) Judgment for plaintiff(disposal without hearing) (Order 22, rule 1(1)).

	Suspended Order for Possession (mortgaged land)	In the	
]	Plaintiff		County Court
		Case No. Always quote this	
1	Defendant	Plaintiff's Ref.	
			D PAYMENTS COURT
		Sca	
	Upon hearing		
	and upon reading		
(1) here describe the land	It is ordered that the defendant do deliver to 19, possession of the property comp and known as:-	the plaintiff by the day of rised in a mortgage (or legal charge) d	ated
as set out in the particulars	And that the plaintiff do recover against the de (or his costs of this action to be taxed on scale	fendant the sum of £ for cos	sts
	And it is further ordered that this order sha whilst the defendant pays to the plaintiff(s):	ll not be enforced without the leave of	the court
		der the mortgage (or legal charge) (and calendar month, the first instalment t	
	and		
	(b) all sums to become payable by way of ((or legal charge) when such sums shall default.		
	And also that this order shall cease to be enfor	ceable when the arrears (and costs) re	ferred to above
	are satisfied.	Dated	
* delete if debt is not to be	Failure to comply with this order may result in your evice pay the money judgment. * This judgment has been registered in the Register of County • If you pay in full within one month of the date of judgment,	Court Judgments. This may make it difficult for you can ask the court to remove the entry and it	you to get credit. For a certificate proving payment.
registered	If you pay in full <u>after one month</u> , you can ask the court to r Address for Payment ————————————————————————————————————	nark the entry in the register as satisfied and for ————————————————————————————————————	
	•	PAYMENT(S) MUST BE MADE to the person for payment quoting their reference and the cou DO NOT bring or send payments to the court. ACCEPTED.	n named at the address rt case number. FHEY WILL NOT BE
		You should allow at least 4 days for your pays or his representative.	<u>-</u>
		Make sure that you keep records and can according to the Proof may be required if there is any disagreem you use registered post. A leastet giving further advice about payment If you need more information you should con representative.	ent. It is not safe to send cash unles can be obtained from the court.

N31 Order for possession of mortgaged land suspended under the Administration of Justice Acts 1970 and 1973 - (Order 22, rule 1(1))

J	udgment for Delivery of Goods	In the	
PI	laintiff		County Court
		Case No. Always quote this	
Đ	efendant	Plaintiff's Ref.	
		DO NOT SEND TO THE	
		Seal	
) specify e goods hich the urt cides	It is adjudged that the plaintiff do recover against the wrongly detained by the defendant, namely:(1)	e defendant the following goods	of the plaintiff
ive been stained	of the value of £ and [also the sum of of the goods], and the sum of £ for co	_	ges for the detention
) lete as cessary	It is ordered (2) that the defendant do return the goods to the plain their value, to reach the plaintiff by	ntiff, or do pay the sum of £	,
	$\mathbf{Or}^{(2)}$ that the defendant do return the goods to the plain	ntiff <u>by</u>	
	And that the defendant do also pay the sum of [£ for costs to reach the plaintiff by	damages and the sum o	f] £
		Dated	
	Take 1	Notice	
	Failure to comply with this order may result in the rem	•	the goods mentioned,
* delete	* This judgment has been registered in the Register of County Court J	* * •	or you to get credit
f debt is of to be	• If you pay in full within one month of the date of judgment, you can		-
gistered	• If you pay in full after one month, you can ask the court to mark the	e entry in the register as satisfied and for	r a certificate proving payment.
-	Address for Payment	How to Pay	
Г		YMENT(S) MUST BE MADE to the pe	
	• DO	ment quoting their reference and the connection NOT bring or send payments to the co	
	• You	CEPTED. u should allow at least 4 days for your p	ayment to reach the plaintiff or hi
-	• Ma	resentative. ke sure that you keep records and can a	ccount for all payments made.
	uni	of may be required if there is any disagress you use registered post.	
	i ● Al	eaflet giving further advice about payme	ent can be obtained from the court ontact the plaintiff or his

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

I	D	eli	vei	ry (of (G	0() (ls					n tl	1e									
																							Cour	ity Cou
													[Cas	e No).		ways wote this						
										_			F	Plai	ntifl	"s]	Ref.		T			<u></u>		
•					•										D	1 C				ND F E CC			NTS	5
																			s	eal				
reg pl: re oo	egul plair reco pods ely:-	lated ntiff over s of 1	l cor and agai the	ndition the inst t	onal defer the d	salenda lefe bei	e agant(ant(anda ing	gro (s) an go	ee1 (2) It ⁽³ DOO	nei	nt] c	date	ed ti	he		day eme	y of nt a	nd '	WI	ongfu	lly o	detai	ned l	rchase 9 , by the
) er] red	tha	t the	e defe	enda	ınt '	(3)													do 1	retu	rn th	ne go	ods to
ai		iff by		pay	the s	um				/er	у са	lend	dar				•	[or	wi	moun thin 1 nent to	4 da	ays o	of tax	
																	C	ate	d					
		•									tice											_		
he reg	ner o regist	of yo tered nonth	our g in the	oods e Regi e date	to point is terminated to the point to the p	ay 1 of Co	the oun	ty (Coi u c	ey irt . in a	judg Judgi ask ti	gme men	e nt. ets. T	This r	nay n	ake	it dif	ficul and f	t for	mention you to a certificor a certificor	to get	cred	it. ng pay	ment. oayment.
SS	s fo	r Pa	ıyme	:nt —				_				-				— I	łow	to F	a	<i></i>				
										for AC Yo or Ma	r pay O NC CCEI ou sh his r ake s	ment PTE ould repressure nay	t que oring D. I alle esent that be re	oting or so ow at tative you requir	their end pa least : keep red if	refer lyme 4 da reco	ence nts to nys for rds a e is a	and the or you nd ca	the co: ur an	accoun	EY V	numbe VILL reach all pa	er. NOT the playmen	BE laintiff ts made.
									•	Your Market Prount A If	his nake soof nakes	ould represure nay you et giv	l allo esent that be re use ving l mo	tative you equit regis furth	keep red if tered er adv	reco there post	rds is	s a s a	s and cases any dispute pays	s and can s any disa	s and can accoun s any disagreemen out payment can t	s and can account for s any disagreement. It out payment can be ob	s and can account for all pass any disagreement. It is no out payment can be obtained	s for your payment to reach the piss and can account for all payment any disagreement. It is not safe out payment can be obtained from ou should contact the plaintiff or

Judg	gment for Delivery of Goods	In the						
Plainti	iff (suspended)		County Cour					
		Case No. Always quote this						
Defen	dant	Plaintiff's Ref.						
			END PAYMENTS HE COURT					
			Seal					
(1) delete regulated for judgments made under the Hire-Purchase Act 1965	It is adjudged that the defendant having failed to conagreement [or regulated conditional sale agreement] made between the plaintiff and the defendant(s) (2) the plaintiff do recover against the defendant (3) of the plaintiff, being goods subject to the agreement (4)	dated the day of	19 the following good's					
(3) insert name of hirer								
(4) specify the goods which the	and do recover against the defendant the sum of £ be taxed on scale	for costs [or	his costs of this action to					
court decides have been detained	It is ordered that unless the defendant(s) fulfil the c defendant (3) by		h hereinafter imposed, the ne goods to the plaintiff					
(5) add any	And that the operation of this order be suspended or hire-purchase price, namely £, is paid t for every calendar month, the first instalment to react (5)	o the plaintiff by instalmen	balance of the ts of £					
further conditions imposed by the court.	And that the terms of the above-mentioned agreement no sum except the above-mentioned instalments agreement during the suspension	nt be modified in the follow shall be payable to the p	ring respects:- laintiff in respect of the					
(6) state any other respects in which the agreement is to be modified.	And also that the defendant do pay the sum of £ taxed to the plaintiff by instalments of £ paid one calendar month after the last instalment of	for every calendar month	nount of the costs when , the first instalment to be paid.					
		Dat	ed					
	Take Notice re to comply with this order may result in the removal by the removal and sale of other of your goods to pay the me	a bailiff of the court of the	goods mentioned,					
if debt is not to be • If yo	s judgment has been registered in the Register of County Court Judgou pay in full within one month of the date of judgement, you can a ou pay in full after one month, you can ask the court to mark the e	sk the court to remove the entry a ntry in the register as satisfied and	nd for a certificate proving payment for a certificate proving payment.					
	Address for Payment — PAY	How to Pay						
	for p DO ACC You or h Mal		the court case number. court. THEY WILL NOT BE					
	cash	unless you use registered post.	ment can be obtained from the court					

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

	gment for Delivery of Goods	In the	County Court
Plaint		Case No. Always quote	
Defen	ndant	Plaintiff's Ref.	
		riaintili 5 Rei.	
		DO NOT SEND TO THE C	
		Seal	
te d for nits nder the irchase 5 s the iy be rt name	It is adjudged that, the defendant having failed to agreement [or regulated conditional sale agreement] made between the plaintiff and the defendant(s) ⁽²⁾ the plaintiff do recover against the defendant ⁽³⁾ the following goods of the plaintiff, being goods suldefendant, namely: ⁽⁴⁾	dated the day of	19
rify ds he en	and do recover against the defendant the sum of £ scale	for costs [or hi	is costs to be taxed on
ď	It is ordered that the defendant ⁽³⁾ plaintiff by	do re	eturn the goods to the
	And that the defendant do pay the sum of £ taxed] to the plaintiff \underline{by} [or by instalments of £ for plaintiff \underline{by}		ount of the costs when in 14 days of taxation] instalment to reach the
rify ainder	And that the plaintiff's title to the following goods b	e transferred to the defendant ⁽⁵⁾	
oods to he ent		Dated	
	Take	Notice	
	ure to comply with this order may result in the remov		goods mentioned,
	the removal and sale of other of your goods to pay the is judgment has been registered in the Register of County Court Ju-	• • •	ou to get credit.
is	you pay in full within one month of the date of judgment, you can a		
•d • If y	you pay in full after one month, you can ask the court to mark the	entry in the register as satisfied and for a	certificate proving payment.
	Address for Payment	How to Pay -	
	pa ● DC	AYMENT(S) MUST BE MADE to the per symmet quoting their reference and the co O NOT bring or send payments to the co	urt case number.
	• Yo	CCEPTED. ou should allow <u>at least</u> 4 days for your pa presentative.	syment to reach the plaintiff or l
	• Mi Pro un	ake sure that you keep records and can ac oof may be required if there is any disagro less you use registered post.	eement. It is not safe to send ca
	• If	leaflet giving further advice about paymer you need more information you should co presentative.	nt can be obtained from the countries the plaintiff or his

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

	Case No. Always quote this Plaintiff's Ref. DO NOT SEND TO THE	County Court
	Plaintiff's Ref. DO NOT SEND	DAVMENTS
	Plaintiff's Ref. DO NOT SEND	DAVMENTS
		DAVMENTS
		,
	Sea	
t is ordered that, instead of the conditions in the day of the conditions, namely:(1)		ted ne order shall be suspended on
and that the terms of the regulated agreer ollowing respects: (2)	nent referred to in the judgment be fur	ther modified in the
Or that the suspension of the operation of the day of		nat the defendant (3)
o return the goods specified in the judgment to	the plaintiff by	
and that the defendant ⁽³⁾ or the costs of these proceedings when taxed] for every calendar month, t	to the plaintiff by [or within 14 days of tax	
· ·	Dated	
omply with this order may result in the	e removal by a bailiff of the court of	the goods mentioned, and
- Address for Payment -	How to Pa	у
·	for payment, quoting their reference and (DO NOT bring or send payments to the conformation or send payments to the conformation or his representative. Make sure that you keep records and can accept of may be required if there is any disagre unless you use registered post. A leaflet giving further advice about payments.	the court case number. Burt. THEY WILL NOT BE They will not be plaintiff They will not see the plaintiff They will not see the plaintiff They will not see the will not see they will not see the will not see they will not se
	and that the terms of the regulated agreent following respects: (2) Or that the suspension of the operation of the day of the return the goods specified in the judgment to and that the defendant (3) for the costs of these proceedings when taxed [1] for every calendar month, the day of the second of the secon	And that the terms of the regulated agreement referred to in the judgment be fur illowing respects: That the suspension of the operation of the order in the judgment in this action dated be day of 19 be revoked and the day of 19 be revoked and the preturn the goods specified in the judgment to the plaintiff by and that the defendant of the costs of these proceedings when taxed to the plaintiff by for within 14 days of tax for every calendar month, the first instalment to reach the plaintiff by Dated Take Notice Take Notice Omply with this order may result in the removal by a bailiff of the court of a land sale of other of your goods to pay the money judgment Address for Payment PAYMENT(S) MUST BE MADE to the propayment, quoting their reference and to Do NoT bring or send payments to the cancer of the power of the propayment, quoting their reference and to Do NoT bring or send payments to the cancer of the power of the pow

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N32 (4) CCA Order on application under section 130(6) or 135(4) of the Consumer Credit Act 1974 (Order 22, rule 1(1))

Plaintiff (return o	f goods)		County Cour					
		Case No. Always quote						
Defendant		Plaintiff's Ref.						
		DO NOT SEND TO THE						
		Seal						
It is ordered that the order in this action for the return of the specified goods be r in respect of the balance of the total price	evoked and that the							
by (or by instalments of £ fo by	r every calendar mo	nth. The first instalment to rea	ch the plaintiff .)					
		Dated						
	Take Notic	e						
If you do not now in accordance with thi	against you	may be removed and sold or o						
enforcement proceedings may be taken a	* This judgment has been registered in the Register of County Court Judgments. This may make it difficult for you to get credit.							
enforcement proceedings may be taken a * This judgment has been registered in the Register	_	Ab Au Ab C	*:C*:					
* This judgment has been registered in the Register If you pay in full within one month of the date of	of judgment, you can ask	·						
* This judgment has been registered in the Registered of the date of the source of the	of judgment, you can ask the court to mark the enti	·	certificate proving payment.					

N32(5) HP/CCA Order under section 42 of the Hire-Purchase Act 1965 (or section 18 of the Hire-Purchase Act 1964 or under section 133(6) of the Consumer Credit Act 1974 (Order 22, rule 1(1))

Dd 8156078 30M 12/89 Ed(274173)

	•	livery of Goods (simple hire agreement)	In the	
Piai	ntiff			County Cour
			Case No. Always quote this	
Defe	endant ————————————————————————————————————		Plaintiff's Ref.	
				ND PAYMENTS E COURT
				Seal
pecify oods h the	It is adjudged that the the defendant, namely: (1)	plaintiff do recover against the defer	dant the following goods of th	e plaintiff wrongly detained by
les been ned	of the value of £ for costs	and also the sum of £	for arrears of hire-	rent and the sum of £
	It is ordered that the de reach the plaintiff by	fendant do return the goods to the p	aintiff, or do pay the sum of £	, their value,
	And also that the defend	ant do pay the sum of £ , to the plaintiff by ir	arrears and £	for costs, amounting
	together to the sum of £ first instalment to reach the		stanients of £	for every calendar month, th
			Dated	·
			Dated	·
t is be re	first instalment to reach the	e plaintiff <u>by</u>	Dated tice a bailiff of the court of the g	
be re ered	first instalment to reach the nilure to comply with this o moval and sale of other of this judgment has been registered	Take No order may result in the removal by your goods to pay the money judg in the Register of County Court Judgments.	Dated tice a bailiff of the court of the g ment This may make it difficult for you to	goods mentioned, and the
be re ered	first instalment to reach the moval and sale of other of this judgment has been registered If you pay in full within one month	Take No property of the Register of County Court Judgments.	Dated tice a bailiff of the court of the gument This may make it difficult for you to	goods mentioned, and the oget credit.
be re ered	first instalment to reach the moval and sale of other of this judgment has been registered If you pay in full within one month	Take No order may result in the removal by your goods to pay the money judg in the Register of County Court Judgments.	Dated tice a bailiff of the court of the gument This may make it difficult for you to	goods mentioned, and the oget credit.
be re ered	first instalment to reach the moval and sale of other of this judgment has been registered If you pay in full within one month	Take Not properly and the removal by your goods to pay the money judge in the Register of County Court Judgments. In of the date of judgment, you can ask the couyou can ask the couyou can ask the court to mark the entry in the	Dated tice a bailiff of the court of the gument This may make it difficult for you to	goods mentioned, and the o get credit. icate proving payment. ate proving payment.

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N33 Judgment for delivery of goods let under a regulated consumer hire agreement (Order 22,rule 1(1))

In the
County Court
Case No. Always
Plaintiff's Ref.
DO NOT SEND PAYMENTS TO THE COURT
obtained interlocutory judgment against the essed the damages at \pounds the sum of \pounds of this action, to be taxed on scale
f £ (forthwith) s have not been taxed, within 14 days of taxation)
Dated
Notice y be removed and sold or other enforcement proceedings may
This may make it difficult for you to get credit. It to remove the entry and for a certificate proving payment. register as satisfied and for a certificate proving payment.
How to Pay
AYMENT(S) MUST BE MADE to the person named at the address r payment, quoting their reference and the court case number. O NOT bring or send payments to the court. THEY WILL NOT BE CCEPTED. ou should allow at least 4 days for your payment to reach the plaintiff his representative. ake sure that you keep records and can account for all payments made. oof may be required if there is any disagreement. It is not safe to send cash alless you use registered post. leaflet giving further advice about payment can be obtained from the court. you need more information you should contact the plaintiff or his presentative.

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N34 Final judgment for plaintiff after assessment of damages (Order 22, rule 6(1))

Va	ariation Order		In the			
Plain			County Court			
			Case No. Always			
Defe	endant		Plaintiff's Ref.			
	• • · · · · · · · · · · · · · · · · · ·		DO NOT SEND PA			
			Seal)		
	On the application of the	-				
	on the	,				
	for payment of £	and £	for costs is hereby varied.	•		
	It is now ordered that					
lelete	the defendant do pay to	the plaintiff the outs	standing sum (*of £)		
lance nown court	(by instalments of £ for every calendar month, the first instalment)					
	to reach the plaintiff by					
			Dated			
	Take Notice					
			der your goods may be removed and sol	d or other		
	enforcement proceedings	•	nst you. ecution costs under the previous judgmer	t (or order)		
	(There remain £			•		
	These must be paid, in addition to the outstanding sum (*shown in this order), to enable you to obtain a certificate of satisfaction for the original debt).					
	Address for Payment How to Pay					
			 PAYMENT(S) MUST BE MADE to the per payment quoting their reference and the companyment of the compa	urt case number. Int. THEY WILL NOT BE Syment to reach the plaintiff or leacount for all payments made. Execute the count is not safe to send can be obtained from the count can be obtained from the count.		

where

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Ap	der for Possession (under Order 24)	In the	
	plicant		County Court
		Case No. Always quote this	
Kes	spondent	Applicant's Ref.	
		DO NOT SEND TO THE	
		Seal	
	Upon Hearing		
	(and upon reading the affidavit of of)
nere ribe the	It is ordered that the applicant do recover possession of in this matter, namely:(1)	the land mentioned in the original	inating application
	(Where the respondent is named and the court exercises in And it is ordered that the respondent do give possession		dd)
	And that the applicant do recover against the responden (or his costs of this action to be taxed on scale)	t the sum of £	for costs
	And further that the respondent do pay the applicant the (or do pay the amount of costs when taxed by that day of within 14 days of taxation)		xed by that day,
	(or do pay the amount of costs when taxed by that day of		xed by that day,
is •	(or do pay the amount of costs when taxed by that day of	Dated This may make it difficult for you the court to remove the entry and for a try in the register as satisfied and for a	ou to get credit. a certificate proving payment.

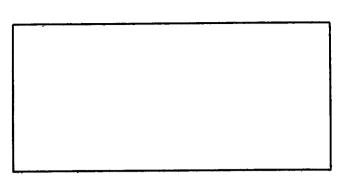
is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N36 Order for possession under Order 24 (Order 24, rule 5(3))

Dd 8156080 30M 12/89 Ed(274207)

			In the		
D	efendant		_ County Co		
				lways quote this	
			Oral Exam No	D.	
			Plaintiff's Ref	P	
			Do not send p	payments to the cou	
To	the defendant			_	
the be		the plaintif accepted the contents of your stement or affidavit as to your		(or you Seal	
	You are ordered to att office at	end before the Registrar (or b	efore one of the office	ers) of this court at the court	
	on at o'clock and be examined under oath as to your financial circumstances including what property or other assets you may have, and to produce at the examination any books or documents in your possession or power containing information about your financial circumstances ⁽³⁾				
nte			ocuments in your poss	ession or power containing	
tc	information about your fina				
ote	And it is further order	ancial circumstances ⁽³⁾		amination be in the discretio	
nte	And it is further order	ancial circumstances ⁽³⁾ ered that the costs of this app	olication and of the ex	amination be in the discretion	
ote	And it is further order the Registrar	ancial circumstances ⁽³⁾ ered that the costs of this app	olication and of the ex	amination be in the discretion	
etc	And it is further order the Registrar This order was made on the TAKE NOTICE: REPEAR	ered that the costs of this app	Date of the exploration and of the exploratio	ted Plaintiff ('s solicitor	
de	And it is further order the Registrar This order was made on the TAKE NOTICE: REPEARESULT	ered that the costs of this application of TED FAILURE TO ATTENI	Date of the experience of the	ted Plaintiff ('s solicitor	
te	And it is further order the Registrar This order was made on the TAKE NOTICE: REPEARESULT	ered that the costs of this appoint application of of TED FAILURE TO ATTENITY IN YOUR IMPRISONMEN	Date of the experience of the	ted Plaintiff ('s solicitor	
de	And it is further order the Registrar This order was made on the TAKE NOTICE: REPEARESULT	ered that the costs of this application of OF TED FAILURE TO ATTENITY IN YOUR IMPRISONMENTED TO BE application of the costs of this request.	Date of the experience of the	ted Plaintiff ('s solicitor	
etc	And it is further order the Registrar This order was made on the TAKE NOTICE: REPEARESULT Balance	ered that the costs of this application of of TED FAILURE TO ATTENIT IN YOUR IMPRISONMEN Ted due at date of this request Fee on issue of this order AMOUNT NOW DUE	Date of the experimental Date of the experimen	ted Plaintiff ('s solicitor	
ote	And it is further order the Registrar This order was made on the TAKE NOTICE: REPEARESULT Balance	ered that the costs of this appeared that the costs of this appeared application of of the application of th	Date	Plaintiff ('s solicitor	

How to Pay **Address for Payment**



- PAYMENT(S) MUST BE MADE to the person named at the address for payment, quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information you should contact the plaintiff or his representative.

Books or documents in your possession or power

When you attend the examination the court will expect you to provide evidence of your income and commitments. Examples of the sort of evidence you should bring with you are:

- rent books
- pay slips
- bank statements
- court orders on which you still owe money
- share certificates, etc

- receipts for mortgage repayments
- hire-purchase or other hiring agreements

- Building Society, Post Office or Trustee Savings Bank books
- bills which you either owe or are owed to you

If you own, or are a partner in, a business you should also bring with you documents to prove the present financial state of the business.

Amount now due

It will not be necessary for you to attend the examination if you pay before the date of the hearing, the sum shown on the front of this form as the amount now due (see How to Pay above). Note:

If payment is made too late to prevent the plaintiff's attendance at the hearing, you may be liable for further costs.

							Ser (tick
OR I certify that the order has not been served for the following reasons: Bailiff Officer of the Court	Bailiff Officer of the Court	by inserting it, enclosed in an envelope addressed to the defendant, in the letter box at the address stated on the order. I have reason to believe that the order will reach the defendant in sufficient time because:	at the address stated in the order (or at	apparently not less than 16 years old, who promised to give it to the defendant on the same day) (or on	by delivering it to the defendant personally (or to	by posting it to the defendant on at the address stated in the order.	Service was effected (tick and complete whichever applies)

Certificate of Service –

CASE NO

(date)

true copy was served by me on

certify that the order

9

f which

this

	Order for Oral Examination		In the				
	(person other than			County Court			
	judgment debtor)		Case No. Always quote this				
	То		Plaintiff				
			Defendant				
			Oral Exam No.				
			Plaintiff's Ref.				
			Do not send p	ayments to the court			
				Seal			
ase may be	On the against the above named defendant in this court((and (the plaintiff has not accepted the contents of the state failed to provide a statement or affidavit as to its means or company (or	ement or a) ⁽¹⁾ the company) (or the company has			
	You are ordered to attend before the Registrar (or	before on	e of the officers) of this co	ourt at the court office at			
		at o'clock and be examined under as to the financial circumstances of the defendant company, including what property or other assets it may have, and to use at the examination any books or documents in your possession or power containing information about the financial					
	And it is further ordered that the costs of this	applicatio	n and of the examination b	e in the discretion of the Registrar			
	This order was made on the application of of		Plaintiff('	s solicitor)			
			1	···			
	Balance due at date of th	is request	£				
	Fee on issue of	this order	£				
	AMOUNT N	OW DUE	£				
	Unsatisfied warrant costs not inclu	ided above	£				
	Note It will not be necessary for you to attend the examinat hearing the sum shown above as the amount now due If payment is made too late to prevent the plaintiff's a	ttendance		any may be liable for further costs.			
		ZCHOHS (··			
	The court office at	Jagas - 43	forms on lower as at a Citie Co.	internal arrate the same sure box			
	is open between 10 am and 4 pm. When corresponding with the court, p	lease address	s forms or letters to the Chief Cle	erk and quote the case number.			

N38 Order for oral examination (person other than judgment debtor) (Order 25, rule 3(4))

Address for Payment

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	•	•	
[

- address for payment, quoting their reference and the court MADE to the person PAYMENT(S) MUST BE case number.
- DO NOT bring or send payments to the court. THEY WILL OT BE ACCEPTED.
- 4 days for your payment to reach the intiff or his representative. u should allow at least
- cash unless you use registered uke sure that you keep records and can account for all ments made. Proof may be required if there is any
- A leaflet giving further advice about payment can be obtained rom the court.
- If you need more information you should contact the plaintiff or his representative.

Bailiff/Officer	of the	Court

OR

I certify that the order has not been served for the following reasons:

Certificate of Service - O/E

copy was served by me on (date)

by posting it to the within named

at the address stated in the order.

at the address stated in the order

address stated in the order.

I certify that the order of which this is a true

by delivering it to the within named personally

by inserting it, enclosed in an envelope addressed to the within named, in the letter box at the

I have reason to believe that the order will reach the within named in sufficient time, because:

apparently not less than 16 years old, who promised to give it to the defendant on the same

CASE NO.

Service was effected

day) (or on

(or at

(tick and complete whichever applies)

Order for (Defendant's)	In the
Attendance at Adjourned	Communication Communication
Oral Examination	Case No. Always quote
To (the defendant)	Case No. quote this
	Defendant
	Oral Exam No.
	Plaintiff's Ref.
You were ordered to attend court on the at o'clock to be examined under oath as to your [or as to the financial circumstances of the defendant of the appointment for your examination has been adjusted to the day of at when you are ordered to attend	ompany] and failed to do so
AND TAKE NOTICE THAT IF YOU FAIL TO DO SO FOR CONTEMPT OF COURT	YOU MAY BE COMMITTED TO PRISON Dated
The balance now due [, including the costs of the head (Unsatisfied warrant costs, not included in the above, a Note: Payment of the balance on or before the date of (see Payments into Court box overleaf)	amount to £
Travelling expenses You are entitled to receive from the plaintiff a reasonal and from the court. If you wish to claim these expenses at the address shown in the box below. You must write, the plaintiff('s solicitor) receives your claim not later thearing. Note: If you do claim your travelling expenses they will plaintiff and will be payable at the same time or by the second content of the same time or by the same time or b	you should write to the plaintiff('s solicitor) stating the amount of such expenses, so that nan 7 days before the date of the adjourned be added to the balance due from you to the
The plaintiff('s solicitor's) name and address is	
	Important
	for further instructions
	on what to do turn over

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Books or documents in your possession or power

When you attend the examination the court will expect you to provide evidence of your income and commitments.

Examples of the sort of evidence you should bring with you are:

- rent books
- receipts for mortgage repayments
- pay slips
- hire-purchase or other hiring agreements
- bank statements
- Building Society, Post Office or Trustee Savings Bank books
- court orders on which you still owe money
- bills which you either owe or are owed to you
- share certificates etc

If you own, or are a partner in, a business you should also bring with you documents to prove the present financial state of the business.

Balance now due

It will not be necessary for you to attend the examination if you pay (or your company pays or causes to be paid) into the court office before the date of the hearing, the sum shown on the front of this form as the balance now due (see Payments into Court box).

Note:

If payment is made too late to prevent the plaintiff's attendance at the hearing, you (or your company) may be liable for further costs.

Payments into Court

You can pay the court

by calling at the court office which is open 10 am to 4 pm Monday to Friday.

You may only pay by:

- cash
- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster General and crossed.

Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed. This method of payment is at your own risk. And you must:

- pay the postage
- enclose this form
- enclose a self addressed envelope so that the court can return this form with a receipt

The court cannot accept stamps or payments by bank and giro credit transfers.

Note: You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff.

Certificate of Service (to be completed by the court)

I certify that the order of which this is a true copy was served by me on the within named personally at the address stated in the order, or at

on the

day of

19

Bailiff/Officer of the Court

I certify that the order has **not been served** for the following reasons:

Bailiff/Officer of the Court Date

Order Suspending Warrant/Judgment **Plaintiff** In the **County Court** Defendant Always Case No. Warrant No. Local No. Plaintiff's Ref. Do not send payments to the court On the application of And the court being satisfied that the defendant is unable to pay and discharge the sum payable by him in this action (or the instalments due under the judgment or order in this action) It is ordered that the judgment or order be suspended (1)(2) or (1) delete as necessary the warrant of execution issued in this action be suspended (1) or (2) state time the warrant of committal issued in this action be suspended for (1)(2) On the following terms: (3) that the defendant do pay to the plaintiff the outstanding sum (of £ (3) delete for every calendar month, the first instalment (by instalments of £ balance is not known to reach the plaintiff by) to the court Or that the defendant be discharged from custody under the warrant of committal (4) (4) state terms including liability to (The warrant has been returned to the **County Court** so ordered and any further correspondence should be sent there, quoting the court case number (1) **Dated** How to Pay **Address for Payment** PAYMENT(S) MUST BE MADE to the person named at the address for payment, quoting their reference and the court case number. DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED. You should allow at least 4 days for your payment to reach the plaintiff or his representative. Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post. A leaflet giving further advice about payment can be obtained from the court. If you need more information you should contact the plaintiff or his representative.

The court office at

is open between 10am and 4pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Levy Notice The bailiff has levied on your goods. This means you must not dispose of the goods as the court may have to seize and sell them at public auction to raise money to pay your debt. Certain goods will not be seized by the bailiff; these are clothing and bedding up to a value of £100, and tolls of trade up to a total value of £150. If you pay the total due, which is shown overleaf, your goods will not be removed and vou will not have to pay further costs. Payment under this warrant must be made to the bailiff or to the county court Walking possession agreement You may request the bailiff not to remove the goods; this is called a walking possession agreement. If you wish to do so you should sign the walking possession agreement and the copy on the bailiff's warrant form. If your goods are removed • You will be given a list of the goods removed. • The goods will not be sold before the 6th day after their removal unless you request an earlier sale or the goods are perishable. • You will be given at least 4 days' notice of the day, time and place of the sale. • Further fees may be charged which will be listed. Stopping the sale If the sale is stopped because the warrant is withdrawn, paid or suspended you will normally have to pay a fee of 10p for every £1 of the assessed value of the goods and any expenses reasonably incurred in removing the goods or advertising the sale. Auction fees When your goods have been removed, they may be valued and sold. If they are, you may have to pay the following additional fees: • for valuing the goods: 5p for every £1 of the assessed value.

• for the sale: this is normally 15p for every £1 for which the goods were sold.

When the goods are sold

You will be given a detailed written account of the sale and distribution of the mone

Walking possession agreement (Request not to remove goods)

To the Registrar and Bailiff of the court

Please do not remove the goods seized (listed here) until payment is made or the warrant is withdrawn:

- I will not remove the goods or any part of them or allow any other per to do so without your permission;
- I will not damage the goods or any part of them or allow any other per to do so:
- I will show this form to any other person who may call with the intenti levying on the goods and tell you of their visit at once,

Dated

and I authorise you to re-enter the premises at any time (and as often as you to complete the enforcement of the warrant, or to inspect the goods

Signed

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son	:			
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on of	:			
want)				
Ed(273978	;)	N 42_	 Warrant	of execution (Order 26, rule 1)

In the

Date sent

Date of levy

Date | Time

Date received

County Court

Warrant of Execution

To the Registrar and Bailiff at

Take notice this warrant has been issued out of this court for execution at an address within the jurisdiction of your court.

You are therefore required to execute the said warrant.

Returns other than payments

Case no _			
Warrant _	<u> </u>		
number _			
_			
Date applie	d for		
at			clock
PLAINTIF:	F		
Plaintiff(so	licitor)'s ac	idress	
	,		
Ref.			
DEFENDA	NT(S)		
Address(es) to levy at		
Audi ess(es	, to icvy at		
			·
	Balance of	debt	
Am	ount of wa	rrant	
		Fee	
	Solicitor's		
L	and Registi	ry fee	
	η	otal	
		- VIAI	
Amounts r	ecovered o	r passed th	rough:
Date taken	Amount	Date taken	Amount

Dd 8156063 60M 1/90

Returns (continueu)				In the	Case no	·	
Date	Time		Date Time County Cour		Warrant		
					Warrant of Execution	number	
					To the Registrar and Bailiff at	Date applied for	
					_	at PLAINTIFF	o'clock
					-	Plaintiff(solicitor)'s address	
					The court office is open from 10 am to 4 pm Mondays to Fridays		
					Seal	Ref. DEFENDANT(S)	
To the Registrar and Bailiff The plaintiff obtained a judgment enforceable in this court. Payment has not been made as ordered and at the plaintiff's request this warrant has been issued. You are now required to levy for the total shown overleaf in accordance with the provisions of sections 85 and 89 of the County Courts Act 1984.			s been issued. eaf in accordance with the Act 1984.	To the defendant The plaintiff obtained a judgment against you, which is enforceable in	Address(es) to levy at		
		Walking posses: (Request not to	_	•	this court.		
Please	e do not :	rar and Bailiff of the court remove the goods seized (liste is withdrawn:	ed here) u	until payment is made	You have not made payment as you were ordered to do and at the plaintiff's request this warrant		
					has been issued.	Balance of debt	
	to c	lo so without your permission	ι;	them or allow any other person	The warrant gives the bailiff the power to seize and sell your goods or to seize your money unless you pay the total due.	Amount of warrant Fee Solicitor's costs Land Registry fee	
I will not damage the goods or any part of them or allow any other person to do so; I will show this form to any other person who may call with the intention of			•	You should now make all payments under the warrant to the bailiff or to	Total		
 I will show this form to any other person who may call with the intention of levying on the goods and tell you of their visit at once, and I authorise you to re-enter the premises at any time (and as often as you want) to complete the enforcement of the warrant, or to inspect the goods 		the court named above, which is your	The bailiff should give a printed numbered receipt from his officion book for every payment made to this warrant. You should not acc	al receipt him under			
Signe	d			Dated	claims to the goods, to the court at the address above.	other form of receipt.	•
					address above.	For more information s	see over

Levy Notice (this does not apply to the goods listed overleaf) The bailiff has levied on your goods. This means you must not dispose of the goods as the court may have to seize and sell them at public auction to raise money to pay your judgment. Certain goods will not be seized by the bailiff; these are clothing and bedding up to a value of £100, and tools of trade up to a total value of £150. If you pay the total due, which is shown overleaf, your goods will not be removed and you will not have to pay further costs. Payment under this warrant must be made to the bailiff or to the county court Walking possession agreement You may request the bailiff not to remove the goods; this is called a walking possession agreement. If you wish to do so you should sign the walking possession agreement and the copy on the bailiff's warrant form. If your goods are removed • You will be given a list of the goods removed. • The goods will not be sold before the 6th day after their removal unless you request an earlier sale or the goods are perishable. • You will be given at least 4 days' notice of the day, time and place of the sale. • Further fees may be charged which will be listed. Stopping the sale If the sale is stopped because the warrant is withdrawn, paid or suspended you will normally have to pay a fee of 10p for every £1 of the assessed value of the goods and any expenses reasonably incurred in removing the goods or advertising the sale. **Auction fees** When your goods have been removed, they may be valued and sold. If they are, you may have to pay the following additional fees: • for valuing the goods: 5p for every £1 of the assessed value. • for the sale: this is normally 15p for every £1 for which the goods are sold. When the goods are sold You will be given a detailed written account of the sale and distribution of the money. Walking possession agreement

(request not to remove goods)

To the Registrar and Bailiff of the court

Please do not remove the goods seized (listed here) until payment is made or the warrant is withdrawn:

- I will not remove the goods or any part of them or allow any other person to do so without your permission;
- I will not damage the goods or any part of them or allow any other person to
- I will show this form to any other person who may call with the intention of levying on the goods and tell you of their visit at once

and I authorise you to re-enter the premises at any time (and as often as you want) to complete the enforcement of the warrant, or to inspect the goods

Signed

Dated

In the	Case no
County Court	Warrant
Warrant of Delivery	number
To the Registrar and Bailiff at	Date applied for at o'clock PLAINTIFF
	Plaintiff(solicitor)'s address
Take notice this warrant has been issued out of this court for execution at an address within the jurisdiction of your court. You are therefore required to execute the said warrant. Date sent	Ref.
Date received seal	DEFENDANT(S)
As the defendant has failed to return the goods and pay as ordered, you are now required to seize the goods listed here and to deliver them to the plaintiff *(unless the unpaid balance of the total price now amounting to £ is paid)	Address(es) to levy at

I acknowledge having received delivery of the goods described (with the exception of)

Schedule of goods

Debt/damages and costs Fees Solicitor's costs Land Registry fee

Total amount to be levied

Amounts recovered or passed through:

Amount

Date taken Amount Date taken

(for the) plaintiff

* Applies to orders for return of goods suspended on payment under CCA 1974. Delete if not applicable.

N46 Warrant of delivery (Order 26, rule 16)

Keturn	s other than payments	Date of levy		19	In the	Case no	
Date	Time	Date	Time		County Court Warrant of Delivery	Warrant number Date applied for at PLAINTIFF	o'clock
plaintiff goods wiplaintiff To the	intiff obtained a judgmer ds have not been returne is request this warrant hat herever they may be foun and you are further requ	as dor payment has not as been issued. You do within the district coired to levy for the to a possession and possession and possession and the court	goods listed in the court and the court signal amount sign) as ordered and at the ired to seize the listed d to deliver them to the hown overleaf.	The court office is open from 10 am to 4 pm Mondays to Fridays Seal To the defendant The plaintiff obtained a judgment against you for recovery of the goods listed here *(suspended on payment of the unpaid balance) Schedule of goods	Plaintiff(solicitor)'s address Ref. DEFENDANT(S) Address(es) to levy at	
or the	I will not remove the do so without your p	e goods or any part o ermission; e goods or any part o	f them or allo	w any other person to w any other person to	You have not returned the goods to the plaintiff or made payment as you were ordered to do and at the plaintiff's request this warrant has been issued. You should now make all payments under the warrant to the bailiff or to the court named above, which is your local county court.	Debt/damages and costs Fees Solicitor's costs Land Registry fee Total amount to be levied The bailiff should give a printed	i and

levying on the goods and tell you of their visit at once,

complete the enforcement of the warrant, or to inspect the goods

Signed

and I authorise you to re-enter the premises at any time (and as often as you want) to

Dated

You should send any correspondence concerning this warrant, including claims to the goods, to the court at the address

* Applies to orders for return of goods suspended on payment under CCA 1974. Delete if not applicable.

above.

The bailiff should give a printed and numbered receipt from his official receipt book for every payment made to him under this warrant. You should not accept any other form of receipt.

For more information see over Dd 8156095 19M 2/90 Ed(274403)

Levy Notice (this does not apply to the goods listed overleaf) The bailiff has levied on your goods. This means you must not dispose of the goods as the court may have to seize and sell them at public auction to raise money to pay your judgment. Certain goods will not be seized by the bailiff; these are clothing and bedding up to a value of £100, and tools of trade up to a total value of £150. If you pay the total due, which is shown overleaf, your goods will not be removed and you will not have to pay further costs. Walking possession agreement

In the **County Court** Warrant of Delivery To the Registrar and Bailiff at

Case no Warrant number Date applied for o'clock **PLAINTIFF**

Plaintiff(solicitor)'s address

Take notice this warrant has been issued out of this court for execution at an address within the jurisdiction of your court You are therefore required to execute the said warrant.

Date sent

Date received

Address(es) to levy at

DEFENDANT(S)

Ref.

As the defendant has failed to return the goods and pay as ordered, you are now required to seize the goods listed here and to deliver them to the plaintiff. If the goods cannot be found you are forthwith to levy the sum of £ (balance of the assessed value of the goods) together with any damages and costs.

Schedule of goods

(Order 26, rule 16(4))

I acknowledge having received delivery of the goods described (with the exception of)

N48 Warrant of delivery – return of goods or value

(for the) plaintiff

Balance of assessed value of goods Damages and costs Fee Solicitor's costs Land Registry fee

Total amount to be levied (goods not returned)

Total amount to be levied (200ds returned)

Amounts recovered or passed through:

Date taken	Amount	Date taken	Amount

Payment under this warrant must be made to the bailiff or to the county court

You may request the bailiff not to remove the goods; this is called a walking possession agreement. If you wish to do so you should sign the walking possession agreement and the copy on the bailiff's warrant form.

If your goods are removed

• You will be given a list of the goods removed.

• The goods will not be sold before the 6th day after their removal unless you request an earlier sale or the goods are perishable.

• You will be given at least 4 days' notice of the day, time and place of the sale.

• Further fees may be charged which will be listed.

Stopping the sale

If the sale is stopped because the warrant is withdrawn, paid or suspended you will normally have to pay a fee of 10p for every £1 of the assessed value of the goods and any expenses reasonably incurred in removing the goods or advertising the sale.

Auction fees

When your goods have been removed, they may be valued and sold. If they are, you may have to pay the following additional fees:

• for valuing the goods: 5p for every £1 of the assessed value.

• for the sale: this is normally 15p for every £1 for which the goods are sold.

When the goods are sold

You will be given a detailed written account of the sale and distribution of the money.

Walking possession agreement (request not to remove goods)

To the Registrar and Bailiff of the court

Please do not remove the goods seized (listed here) until payment is made or the warrant is withdrawn:

- I will not remove the goods or any part of them or allow any other person to do so without your permission;
- I will not damage the goods or any part of them or allow any other person to do so:
- I will show this form to any other person who may call with the intention of levying on the goods and tell you of their visit at once

and I authorise you to re-enter the premises at any time (and as often as you want) to complete the enforcement of the warrant, or to inspect the goods

Signed

Dated

etal 113	other ti	nan payments	Date of	f levy			19		. :
Date	Time			Date	Time				
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				_	• "				· .
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									.
									' ! !
he goo as bee ound v	n issued. /ithin the	tained a judgment not been returned. You are now req e district of the convalue, together with	uired to seize urt and, if the ith the damag	e the li e good ges and	the plai sted goo s cannot d costs a	ntiff's requ ds whereve be found, s shown ov	est this wer they m you are f	varrant ay be	
To th	n issued vithin the for their	not been returned. You are now requestioned the convalue, together with the convalue of th	uired to seize urt and, if the ith the damag ng possess quest not to a the court	e the li e good ges and sion a	the plai sted goo s cannot d costs a agreen e goods)	ntiff's requ ds whereve be found, s shown ov	est this wer they myou are ferleaf.	varrant ay be	
To th	n issued vithin the for their e Registe e do not	not been returned. You are now reque district of the convalue, together with the will be with the will be will	uired to seize urt and, if the ith the damag ng possess quest not to a the court	e the li e good ges and sion a	the plai sted goo s cannot d costs a agreen e goods)	ntiff's requ ds whereve be found, s shown ov	est this wer they myou are ferleaf.	varrant ay be	
To th	n issued vithin the for their e Registe e do not	walking and Bailiff of remove the goods	uired to seize urt and, if the ith the damag ng possess quest not to a the court	e the li e good ges and sion a	the plai sted goo s cannot d costs a agreen e goods)	ntiff's requ ds whereve be found, s shown ov	est this wer they myou are ferleaf.	varrant ay be	
To th	e Registe do not warran	walking (remove the goods tis withdrawn:	uired to seize urt and, if the ith the damag ng possess quest not to the s seized (listed	e the lie good ges and sion aremoved there	the plaisted goos cannot d costs as agreen e goods) until particular particu	ntiff's required wherever be found, is shown over the shown over the shown is not a syment is not allow an arrow or allow an arrow or allow are shown as the shown is not allow are shown as the shown is not allow are shown in the shown is not allow are shown in the	est this wer they myou are ferleaf.	varrant ay be forthwith	
To th	e Registe do not warran	walking (recovered to so without you will not remove the do so; will show this form	ng possess quest not to a the court is seized (listed	e the lie good ges and sion a remove d here	the plaisted goods cannot decosts as agreen e goods) until part of them of them of them	ntiff's required wherever be found, is shown over the shown over the shown or allow are allow allows allows allows are allows allows allows are allows al	est this wer they myou are ferleaf. nade	varrant ay be forthwith person	
To the Pleas or the	e Registe do not warran I w to I w to I w to authori	walking (recovered to so without you will not damage the do so;	ng possess quest not to a the court is seized (listed e goods or an ir permission; e goods or an it o any other and tell you the premises	e the lie good ges and sion a removed here y part; y part person of the sat an	the plaisted goods cannot decosts as agreen e goods) until particular of them of them in who mair visit at y time (agreen)	or allow ar ay call with	est this wer they myou are ferleaf. nade ny other properties of the content of	varrant ay be forthwith person ntion of	

In the	Case no
County Court Warrant of Delivery	Warrant number
	Date applied for at PLAINTIFF Plaintiff(solicitor)'s address
The court office is open from 10 am to 4 pm Mondays to Fridays	
seal	Ref. DEFENDANT(S) Address(es) to levy at

To the defendant

The plaintiff obtained a judgment against you for recovery of the goods listed here

Schedule of goods

You have not returned the goods to the plaintiff or made payment as you were ordered to do and at the plaintiff's request this warrant has been issued.

You should now make all payments under the warrant to the bailiff or to the court named above, which is your local county court.

You should send any correspondence concerning this warrant including claims to the goods, to the court at the address above

Palance of assessed value of goods
Damages and costs
Fee
Solicitor's costs
Land Registry fee

Total amount to be levied (goods not returned)

Total amount to be levied (goods returned)

The bailiff should give a printed and numbered receipt from his official receipt book for every payment made to him under this warrant. You should not accept any other form of receipt.

For more information see over

Dd 8156096 30M 2/90 Ed(274410)

Levy Notice

The bailiff has levied on your goods. This means you must not dispose of the goods as the court may have to seize and sell them at public auction to raise money to pay your debt. Certain goods will not be seized by the bailiff; these are clothing and bedding up to a value of £100, and tools of trade up to a total value of £150.

If you pay the total due, which is shown overleaf, your goods will not be removed and you will not have to pay further costs.

If your goods are removed

- You will be given a list of the goods removed.
- The goods will not be sold before the 6th day after their removal unless you request an earlier sale or the goods are perishable.
- You will be given at least 4 days' notice of the day, time and place of the sale.
- Further fees may be charged which will be listed.

Stopping the sale

If the sale is stopped because the warrant is withdrawn, paid or suspended you will normally have to pay a fee of 10p for every £1 of the assessed value of the goods and any expenses reasonably incurred in removing the goods or advertising the sale.

Auction fees

When your goods have been removed, they may be valued and sold. If they are, you may have to pay the following additional fees:

- for valuing the goods: 5p for every £1 of the assessed value.
- for the sale: this is normally 15p for every £1 for which the goods are sold.

When the goods are sold

You will be given a detailed account in writing of the sale and distribution of the money.

You should now make all payments under the warrant to the bailiff or to the court named below, which is your local county court.

You should send any correspondence concerning this warrant, including claims to the goods, to the court at the address below.

seal

The above court office is open from 10 am to 4 pm Mondays to Fridays

-		
	tha	
	LHC	

Date | Time

Possession obtained and given to the plaintiff on

I acknowledge having received

possession of the land described

in this warrant, on the

Warrant for Possession of Land

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HOT	ine	plain	un

Bailiff

(for use only when sale or other charges incurred)

Gross amount levied or i	£			
	£	ı		
Transport charges				
Appraisement fee				
on £	1			
Sale fee				ŀ
on £				
Advertising				
Rent to landlord				
Costs of interpleader				
order to be deducted	l			
from proceeds	ł			

Net amount paid into court

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	i i			

N49 Warrant for possession of land (Order 26, rule 17)

County Court Case no

Warrant	
number	

PLAINTIFF

Plaintiff(solicitor)'s address

Ref.

DEFENDANT(S)

Address(es) to levy at

Balance of debt

Amount of warrant
Fee
Solicitor's costs
Land Registry fee

Total

Amounts recovered or passed through:

Date taken	Amount	Date taken	Amount
		•	

Warrant fo	or Possession of Land	
To the Registrat	and Bailiffs of the Court	Case no
(1) describe the	On the day of 19, It was adjudged that the plaintiff was entitled to possession of (1)	Warrant number
land as set out in the judgment	• • • • • • • • • • • • • • • • • • • •	PLAINTIFF
	And it was ordered that the defendant should give the plaintiff possession of the said land by	Plaintiff(solicitor)'s address
(2) add where	[unless the rent in arrear, amounting to £, were paid into court by, and the costs of this action, amounting to £, where paid into court by, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action, amounting to £, and the costs of this action are the costs of the costs	
judgment was for forfeiture for	[And it was adjudged that the plaintiff should recover against the defendant the sum of £ for costs, making together the sum of £	Ref.
non-payment of rent (3) add where so ordered	for rent and mesne profits and £ for costs, making together the sum of £ , [And it was ordered that the defendant should pay the last mentioned sum by (or by instalments of £ for every)]] $^{(3)}$	DEFENDANT(S)
3,000	[And it was ordered that the judgment for possession be not enforced for days and for so long thereafter as the defendant punctually paid to the plaintiff or his agent the [arrears of rent, mesne profits and] costs by instalments of £ per week in addition to the current rent, the first of such payments to be made by	Address(es) to levy at
(4) add where judgment suspended	[And it was ordered that the judgment for £ long as the defendant paid the instalments of £ long as the defendant paid the instalments of £ long as the defendant paid the instalments of £ long long long long long long long long	
under section 36 of A.J. Act 1970	THE DEFENDANT HAS FAILED TO OBEY THE ORDER AND AT THE PLAINTIFF'S REQUEST THIS WARRANT HAS BEEN ISSUED. YOU ARE NOW REQUIRED TO GIVE POSSESSION OF THE	
	LAND TO THE PLAINTIFF.	Balance of debt
	[You are further required to levy for the total amount shown overleaf in accordance with the provisions of sections 85 and 89 of the County Courts Act 1984]	Amount of warrant Fee Solicitor's costs Land Registry fee
	Application was made to this court for this warrant at minutes past the hour of o'clock on	Total
	NOTICE The goods are not to be sold until after the end of 5 days next following the day on which they are	The bailiff should give a printed and numbered receipt from his official receipt book for every payment made to him under this warrant. You

seized, unless they are of a perishable nature, or at the request of the defendant

For more information see over

should not accept any other form of receipt.

Levy Notice

The bailiff has levied on your goods. This means you must not dispose of the goods as the court may have to seize and sell them at public auction to raise money to pay your debt. Certain goods will not be seized by the bailiff: these are clothing and bedding up to a value of £100, and tools of trade up to a total value of £150. If you pay the total due, which is shown overleaf, your goods will not be removed and you will not have to pay further costs.

If your goods are removed

- You will be given a list of the goods removed.
- The goods will not be sold before the 6th day after their removal unless you request an earlier sale or the goods are perishable.
- You will be given at least 4 days' notice of the day, time and place of the sale.
- Further fees may be charged which will be listed.

Stopping the sale

If the sale is stopped because the warrant is withdrawn, paid or suspended you will normally have to pay a fee of 10p for every £1 of the assessed value of the goods and any expenses reasonably incurred in removing the goods or

advertising the sale.

Auction fees

When your goods have been removed, they may be valued and sold. If they are, you may have to pay the following additional fees:

- for valuing the goods: 5p for every £1 of the assessed
- for the sale: this is normally 15p for every £1 for which the goods are sold.

When the goods are sold

You will be given a detailed account in writing of the sale and distribution of the money.

You should now make all payments under the warrant to the bailiff or to the court named below, which is your local county court.

You should send any correspondence concerning this warrant, including claims to the goods, to the court at the address below.



The above court office is open from 10 am to 4 pm Mondays to Fridays

Possession obtained and given to the	In the	Count	y Court	Case no			
applicant on	Wa	rrant for Possessi Land (Order 24)		Warrant number —			
	Returns	other than payments		APPLICAN	r		
Bailiff	Date Ti	me		Applicant (s	olicitor)'s ad	ldress	
I acknowledge having received possession of the land described in this warrant, on the							
	-			Ref.			<u> </u>
	-		_	RESPONDI	ENT(S)		
(for the) applicant							
				Address(es)	to levy at		
(for use only when sale or other charges incurre	d) —						
Gross amount levied or received							
Transport charges							
Appraisement fee on £				R	alance of d	ebt	
Sale fee					unt of warr		
on £				Aino		Fee	
Advertising					Solicitor's cond nd Registry		
Rent to landlord						 	
Costs of interpleader				<u> </u>		tal	
ordered to be deducted				Amounts rec	overed or pa	assed thro	ugn:
from proceeds				Date taken	Amount	Date taken	Amount
Net amount paid into court							
on							

N52 Warrant for possession of land (Order 24)

Warrant for Possession of Land under Order 24

N52 Warrant for possession of land under Order 24 (Order 24, rule 6(1))

To the Registrar and Bailiffs of the Court

	On the	day of 19 ,	
e et e r	It was orde	ered that the applicant do recover possession of (1)	
	[And it was	s ordered that the applicant do recover against the	respondent the sum
	of £	for costs, making together the sum of £	, which
	the respon	dent was ordered to pay to the applicant by	
		T THIS WARRANT HAS BEEN ISSUED. YOU AF POSSESSION OF THE LAND TO THE APPLIC	=
	_	of sections 85 and 89 of the County Courts Act 19	
	provisions	- · · · · · · · · · · · · · · · · · · ·	
	provisions	of sections 85 and 89 of the County Courts Act 19	984]

Case no	
Warrant number —	
APPLICANT	
Applicant (solicitor)'s address	
•	
Ref.	
RESPONDENT(S)	
Address(es) to levy at	

Balance of debt

Amount of warrant Fee Solicitor's costs Land Registry fee

Total

The bailiff should give a printed and numbered receipt from his official receipt book for every payment made to him under this warrant. You should not accept any other form of receipt.

For more information see over

Notice of Application for Attachment of Earnings Order

Defendant Case No. Always quote his for the defendant On the the plaintiff obtained a judgment (or order) Sea against you in this court (And you have failed to pay as ordered, the plaintiff has applied for an attachment of earnings order requiring your employer to make deductions from your earnings to pay the judgment (or order) (2) addrest of The application will be heard by the registrar of this court at (2) on the at o'clock (3) delete it for maintenance of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £ AMOUNT NOW DUE £	
Case No. quote this Application No. Plaintiff's Ref. Do not send payments to the content may be against you in this court (And you have failed to pay as ordered, the plaintiff has applied for an attachment of earnings order requiring your employer to make deductions from your earnings to pay the judgment (or order) The application will be heard by the registrar of this court at (2) address of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	y Court
To the defendant On the the plaintiff obtained a judgment (or order) And you have failed to pay as ordered, the plaintiff has applied for an attachment of earnings order requiring your employer to make deductions from your earnings to pay the judgment (or order) The application will be heard by the registrar of this court at ⁽²⁾ on the at o'clock Unless you pay to the plaintiff the amount now due (shown below) ⁽³⁾ . You must complete the enclosed of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	
To the defendant On the the plaintiff obtained a judgment (or order) (1) or as the case may be against you in this court (And you have failed to pay as ordered, the plaintiff has applied for an attachment of earnings order requiring your employer to make deductions from your earnings to pay the judgment (or order) (2) address of The application will be heard by the registrar of this court at(2) on the at o'clock (3) delete it for multicensates of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	
On the the plaintiff obtained a judgment (or order) (1) or as the against you in this court (And you have failed to pay as ordered, the plaintiff has applied for an attachment of earnings order requiring your employer to make deductions from your earnings to pay the judgment (or order) The application will be heard by the registrar of this court at (2) on the at o'clock (3) delete: if for maintenance of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	
And you have failed to pay as ordered, the plaintiff has applied for an attachment of earnings order requiring your employer to make deductions from your earnings to pay the judgment (or order) The application will be heard by the registrar of this court at (2) on the at o'clock unless you pay to the plaintiff the amount now due (shown below) (3). You must complete the enclosed of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	court
And you have failed to pay as ordered, the plaintiff has applied for an attachment of earnings order requiring your employer to make deductions from your earnings to pay the judgment (or order) The application will be heard by the registrar of this court at(2) on the at o'clock unless you pay to the plaintiff the amount now due (shown below)(3). You must complete the enclosed of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	
requiring your employer to make deductions from your earnings to pay the judgment (or order) The application will be heard by the registrar of this court at (2) on the at o'clock (3) delete if for maintenance of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	eal
The application will be heard by the registrar of this court at (2) on the at o'clock unless you pay to the plaintiff the amount now due (shown below)(3). You must complete the enclosed of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	
on the at o'clock 3) delete if for maintenance of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	
unless you pay to the plaintiff the amount now due (shown below) ⁽³⁾ . You must complete the enclosed of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	
of reply and send it to reach the court office within 8 days after you receive this notice. Failure to return the reply form is a punishable offence and it may result in you being ordered to attend this court. Balance due at date of this request £ Attachment issue fee £	
Balance due at date of this request £ Attachment issue fee £	ed form
Attachment issue fee £	
	
AMOUNT NOW DUE £	
, , , , , , , , , , , , , , , , , , ,	
Unsatisfied warrant costs not included above £	
Dated	

When corresponding with the court, please address forms and letters to the Chief Clerk and quote the case number.

Important — for instructions turn over

The court office at

is open between 10 am and 4 pm

Notes to help you complete the enclosed form of reply

All cases

- If you are unemployed or self-employed you should say so on the form and answer as many questions as you can.
- If you want an opportunity to pay voluntarily without your employer being ordered to make deductions from your pay, you should say so on the form at section 5.
- You can obtain help in completing the enclosed form at any county court office or citizens' advice bureau.

All cases except maintenance payments

- If you wish to pay the amount due, see How to Pay below.
- If you complete and return the form within 8 days and the court is satisfied with
 the information you give, it will send you notice of the order it intends to make.
 Unless you hear from the plaintiff that he objects to the order proposed, or you
 object to it yourself, you need not attend court.
- If you do not complete and return the reply form or pay the full amount due you must attend court on the hearing date.

•	How to Pay
	and
A	ddress for Payment

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}		
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- PAYMENT(S) MUST BE MADE to the person named at the address for payment, quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information you should contact the plaintiff or his representative.

Form for Replying to an Attachment	In the County Court
of Earnings Application	Case Number Always quote this
• Read the notes on the notice of application before completing this form	Application Number
• Tick the correct boxes and answer all the questions using block capitals and black ink	Plaintiff (including ref.)
• Send or take this completed and signed form immediately to the court office shown on the notice of	Defendant
 application You should keep your copy of the notice of application 	
unless you are making full payment For details of where and how to pay see notice of application	
Section 1 Personal details	Dependants (people you look after financially) Number of dependants
Surname	Enter number of each age
Forenames	0-11 12-15 16-17 18-over
Mr Mrs Miss Ms Ms Married Single Age	Outgoings I make regular payments as follows: weekly monthly
Section 2 Employment	Mortgage £ :
I am Unemployed	Rent
☐ A pensioner	Mail order \square \square £ :
Self employed as	TV rental/licence
Employed as a	HP repayments
My employer is	Court orders*
Employer's address:	(*give details, including name of court, case number, amount still owing and the instalments you are paying)
	specify period: yearly, quarterly, etc.
What is the address of your employer's Head Office if different from above?	Gas£ :
different from accive.	Electricity £ :
	Community charge £ :
What is your works number	Water rates £ :
and/or pay reference?	Other regular payments/liabilities
Section 3 Pay and income	(give details below)
specify period: weekly, fortnightly, monthly etc. Pay before deductions£:	Credit card and other debts (please list)
Overtime, commission,	Of the payments above, I am behind with payments to
bonuses etc.	£:
Deductions from pay£ :	
My usual take home pay \pounds :	Section 5 Proposal for payment
Child benefit(s) total£ :	What sum would you be prepared to have deducted from
Other state benefit(s) total£:	your earnings to satisfy this court order?
My pension(s) total \pm :	£ week/month
Other people living in my home give me £ :	If you are sick/unemployed what date do you expect to
Other income (give details) £:	return to work?
continue on a separate sheet if necessarv — p	out the case number in the top right hand corner
Address	Signed
Post Control of the C	
Post code	Dated
N56 Reply to application for attachment of earnings order (Order 27, rule 5(1)) Dd 8156091 313M 12/89 Ed(274331

Order for Defendant's Attendance at Adjourned Hearing of Attachment of Earnings Application To the defendant

In the	
	County Court
Case No. Always quote this	
Plaintiff	
Defendant	
Application No.	
Plaintiff's Ref.	

Seal

You failed to attend the court on the day and time fixed for the hearing of an application for an attachment of earnings order, after being served with the notice of application

The application has been adjourned to

the

at

o'clock

at

YOU ARE ORDERED TO ATTEND AT THAT TIME ON THAT DAY. FAILURE TO ATTEND MAY RESULT IN YOU BEING COMMITTED TO PRISON FOR A PERIOD NOT EXCEEDING 14 DAYS

Take Notice

If you either complete the enclosed form of reply and return it immediately to this court or pay into the court office the sum of \pounds , the amount remaining due, you may not have to attend court

Important - for instructions turn over

Payments into Court

You can pay the court

by calling at the court office which is open from 10 am to 4 pm Monday to Friday.

You may only pay by:

- cash
- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster General and crossed.

Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed. This method of payment is at your own risk.

And you must:

- pay the postage
- enclose this form
- enclose a self addressed envelope so that the court can return this form with a receipt

The court cannot accept stamps or payments by bank and giro credit transfers.

Note: You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff

When corresponding with the court, please address forms and letters to the Chief Clerk and quote the case number The court office at

is open between 10 am and 4pm

Notes to help you complete the enclosed form of reply

All cases

- If you are unemployed or self-employed you should say so on the form and answer as many questions as you can.
- If you want an opportunity to pay voluntarily without your employer being ordered to make deductions from your pay, you should say so on the form.
- You can obtain help in completing the enclosed form at any county court office or citizens' advice bureau.

All cases except maintenance payments

- If you wish to pay the amount due, see Payments into Court box overleaf.
- If you return the form of reply immediately and the court is satisfied with the
 information you give, it may send you notice of the order it intends to make.
 Unless you hear from the plaintiff that he objects to the order proposed, or
 you object to it yourself, you need not attend court.
- If you do not return the reply form or pay the full amount due you must attend court on the hearing date

1	Cartific	ata ni	Sarvica	(to be comp	lated by th	e court)
•	→ 67 F L. I I R. I.	MLC OI	Jen vice	tial me commi	ie:le:ci dv li	ie court

I certify that the order of which this is a true copy was served by me on the defendant personally at the address stated in the order, or at

on the

day of

19

Bailiff / Officer of the Court

I certify that the order has **not been served** for the following reasons:

Bailiff / Officer of the Court
Date

	Attachment of Earnings Order	In the	
Plaintiff			County Court
		Case No. Always quote this	
Defendant		A/E No.	
		Plaintiff's Ref.	
		DO NOT SENE TO THE	
		Seal)
		•	
defendant in ac	that the defendant's employer do make period ecordance with Schedule 3 to the Attachment of able under the judgment, has been paid	ical deductions out of the earning Earnings Act 1971 until £	ngs of the
For the purpose	e of calculating the deductions		
• '	The normal deduction rate shall be £ pe	r week/month	
•	The protected earnings rate shall be £ pe	er week/month	
And it is furth he defendant p of £	The protected earnings rate shall be £ per per ordered that the operation of this order sometimes unctually pays to the plaintiff the sum of £ for every calendar month (week), the	hall be suspended so long as by instalments	intiff
And it is furth he defendant p of £	ner ordered that the operation of this order s unctually pays to the plaintiff the sum of £	hall be suspended so long as by instalments first instalment to reach the pla	intiff
And it is furth he defendant p of £	ner ordered that the operation of this order sunctually pays to the plaintiff the sum of £ for every calendar month (week), the	hall be suspended so long as by instalments first instalment to reach the pla	intiff
And it is furthe defendant pof £ by And that service	ner ordered that the operation of this order sunctually pays to the plaintiff the sum of £ for every calendar month (week), the	hall be suspended so long as by instalments first instalment to reach the pla cordingly. Dated	
And it is furthe defendant pof £ by And that service	ner ordered that the operation of this order sometually pays to the plaintiff the sum of £ for every calendar month (week), the e of the order on the employer be deferred according to the order of the employer be deferred according to the order of the employer be deferred according to the order of the employer be deferred according to the order of the order of the employer be deferred according to the order of the ord	hall be suspended so long as by instalments first instalment to reach the pla cordingly. Dated the court in writing within 7 days the pay office if different)	s, giving the
And it is furth the defendant p of £	If you change your employer, you must notify following details The name and address of your new employer (and Your works number and/or pay reference Your new rate of pay Your letter must quote the above case number	hall be suspended so long as by instalments first instalment to reach the pla cordingly. Dated the court in writing within 7 days the pay office if different)	s, giving the

N64 Suspended attachment of earnings order (Order 27, rule 10)

Suspended Attachment of Earnings Order - maintenance Plaintiff	In the	County Cour
	Case No. Always quote this	
Defendant	A/E No.	
	Plaintiff's Ref.	
	Seal	

It is ordered that the defendant's employer do make periodical deductions out of the earnings of the defendant in accordance with , the amount payable under the judgment, has been Schedule 3 to the Attachment of Earnings Act 1971 until £ paid

For the purpose of calculating the deductions

The normal deduction rate shall be £

per week/month and

The protected earnings rate shall be £

per week/month

And it is further ordered that the operation of this order shall be suspended so long as the defendant punctually pays to the for every calendar month (week), the first instalment court the sum of £ by instalments of £ to reach the court by

And that service of the order on the employer be deferred accordingly

Dated

Take Notice If you change your employer, you must notify the court in writing within 7 days, giving the following details

- The name and address of your new employer (and the pay office if different)
- Your works number and/or pay reference
- Your new rate of pay
- Your letter must quote the above case number

IF YOU DO NOT COMPLY WITH THIS NOTICE YOU MAY BE FINED OR IMPRISONED OR BOTH

Payments into Court

You can pay the court by calling at the court office which is open from 10 am to 4 pm Monday to Friday. You may only pay by:

cash

- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster General and crossed.

Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed.

This method of payment is at your own risk.

And you must:

- pay the postage
- enclose this form
- enclose a self addressed envelope so that the court can return this form with a receipt

The court cannot accept stamps or payments by bank and giro credit transfers.

Note: You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff

The court office at

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N64A Suspended attachment of earnings order - maintenance (Order 27, rule 10)

Jud	gment Su	mmons	T	
Plaint	_		In the	
				County Court
Defen	dant		Case No.	,
			J/S No.	
			Plaintiff's Ref.	
			Do not send pa	yments to the court
<u> </u>				
To the	defendant (1)		(Seal
If the nmons is				
ued against C	On the		the plaintiff obtained a judgm	nent or order against you
y of several 11 endants ne them or	n this court() ⁽²⁾
	And as you have	e failed to pay as order	ed the plaintiff has required this	judgment summons to be
	ssued against you.	• •	•	
e may be				
7	You are therefor	re summoned to appear	r personally in this court a	ıt
O	n		at o'clo	ock,
to	o be examined on o	ath as to the means you have	e had since the date of the judgme	ent or order to comply with
tl	he terms of the judg	gment or order and also to sh	ow cause why you should not be	committed to prison for such
d	efault.			
			Dat	ed
Sı	um in payment of w	vhich defendant has made de	fault £	
		Fee on issue of sumr	mons £	
(Travel	ling expenses to be	paid or offered to the defend	dant) £	
		AMOUNT NOW I	DUE £	
Amoun	t, if any, which will	l remain outstanding when the	ne above sum has been paid	£
If payn	nent is made too la	ite to prevent the plaintiff's	attendance on the day of hear	ing, you may be liable for
further	costs			
	nd address of f('s solicitor)			
		Important - for instru	ctions on how to pay turn	over
	orresponding with	the court, please address for	ms and letters to the Chief Clerk	and quote the case number

is open between 10 am and 4pm

How to Pay and Address for Payment

 · · · · · · · · · · · · · · · · · · ·		
 	·	

- PAYMENT(S) MUST BE MADE to the person named at the address for payment, quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information you should contact the plaintiff or his representative

Defendant's place of	
employment and	
description (if known)

Certificate	of S	Service	(to be completed	hy the court
Cumicac		<i>JULY 1100</i>	TO DE COMBREGA	INV THE COUNT

I certify that the summons of which this is a true copy was served by me on the defendant personally at the address given, or at

on the

day of

19

when I at the same time paid (or offered) to the defendant the sum of £ and from the court

for his expenses in travelling to

Bailiff/Officer of the Court

I certify that the summons of which this is a true copy was served by me by posting it to the defendant at the address stated on the summons in accordance with the certificate of the plaintiff or his solicitor or on the defendant by (in accordance with an order for substituted service)

on the

day of

19

Baliff/Officer of the Court Date

I certify that the summons has not been served for the following reason:

Bailiff/Officer of the Court Date

Suspend	led Committal Order	In the	
Plaintiff	Quagment summons,	<u>'</u>	County Court
Ĺ <u></u>		Case No. Always quote	
Defendant		J/S No.	
		Plaintiff's Ref.	
		DO NOT SEND TO THE C	– . –
		Seal)
Take not	ice that today the judge made a commi	ittal order for your imprisonment for	days
	will not be put into force if (in addition	•	e of the judgment
	you pay to the plaintiff the sum of £	<u>by</u>	
(or by insta	Iments of £ for every	calendar month, the first instalment to reach the p	laintiff
<u>by</u>)	
(When you	have paid the sum of £	there will remain a further sum of £	payable under the
ete original jud able	gment or order) (1)		
		Dated	
Take Notice	If you do not pay (any instalment without further notice, and you n	t) within the time mentioned above, a warrant for yo nay be imprisoned for the period shown above	our committal may be issued
		ected by this order you should write or go to stating the reasons why you cannot pay.	
	The court will send you notice	of a day and time to attend before the judge.	
	 If you satisfy the judge that you a further suspension on such to 	ou are unable to pay, he has the power to grant erms as he thinks fit.	
	Address for Payment	How to Pay -	
	· · · · · · · · · · · · · · · · · · ·	PAYMENT(S) MUST BE MADE to the person for payment, quoting their reference and the co DO NOT bring or send payments to the court.	ourt case number.
		 ACCEPTED. You should allow at least 4 days for your paymen or his representative. 	-
		 Make sure that you keep records and can account Proof may be required if there is any disagreemen unless you use registered post. 	t. It is not safe to send cash
		 A leaflet giving further advice about payment can If you need more information you should contact representative. 	be obtained from the court. the plaintiff or his
The court office at			-

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N72 Notice to defendant where committal order made, but directed to be suspended under Debtors Act (Order 28, rule 7(1))

Order (on Judgment	Summons	In the		30
iff		····]			County Court
			Case No.	Always quote this	
lant ————	· · · · · · · · · · · · · · · · · · ·		J/S No.		
			Plaintiff's l	Ref.	
			DC	NOT SEND F	
				Scal	
The defendar	nt ⁽¹⁾				
having failed	l to pay the sum of £	due unde	r the judgment o	or order in this action	on given or made in this
court () ⁽²⁾
on the	day of	19			
It is order	ed that upon the hearing of	of a judgment summo	ns issued in this	case, the defendant	do pay to the plaintiff th
amount rema	nining due under the judgn	nent or order, namely:			
£	(together with £	for costs, amo	unting to £) <u>by</u>	
(or by instalr	ments of £	for every calendar	month, the first in	nstalment to reach	the plaintiff
<u>by</u>)	
				Dated	
		Take Not	ice		
-		_	-	e removed and s	sold or other
Addre	ess for Payment ——			– How to Pay –	
	<u>-</u>	for pay DO NC ACCE You sh or his r Make s Proof n unless	ment quoting their DT bring or send pa PTED. ould allow at least 4 epresentative. ure that you keep recapy be required if the you use registered poor use registered por their properties.	reference and the courtyments to the court. I days for your payment cords and can account force is any disagreement.	rt case number. THEY WILL NOT BE to reach the plaintiff or all payments made. It is not safe to send cash
office at		● If you i	need more information		
	The defendant having failed court (on the It is order amount remains the second seco	The defendant (1) having failed to pay the sum of £ court (on the day of It is ordered that upon the hearing a amount remaining due under the judge £ (together with £ (or by instalments of £ by If you do not pay in accordance we enforcement proceedings may be a defended by the sum of £ Address for Payment	The defendant (1) having failed to pay the sum of £ due under court (on the day of 19 It is ordered that upon the hearing of a judgment summon amount remaining due under the judgment or order, namely: £ (together with £ for costs, amout (or by instalments of £ for every calendar in the cost of the cost	The defendant (1) having failed to pay the sum of £ due under the judgment of court (on the day of 19 It is ordered that upon the hearing of a judgment summons issued in this amount remaining due under the judgment or order, namely: £ (together with £ for costs, amounting to £ (or by instalments of £ for every calendar month, the first is by Take Notice If you do not pay in accordance with this order your goods may be enforcement proceedings may be taken against you Address for Payment • PAYMENT(S) MUST BE for payment quoting their DO NOT bring or send pay the send of the payment quoting their or send payment quoting their	The defendant of the sum of £ due under the judgment or order in this actic court (on the day of 19 It is ordered that upon the hearing of a judgment summons issued in this case, the defendant amount remaining due under the judgment or order, namely: £ (together with £ for costs, amounting to £) by (or by instalments of £ for every calendar month, the first instalment to reach by Dated Take Notice If you do not pay in accordance with this order your goods may be removed and a enforcement proceedings may be taken against you Address for Payment • PAYMENT(S) MUST BE MADE to the person for payment quoting their reference and the count of the payment quoting their reference and the count of the payment of the payment of the count of the payment of the count of the payment of the count of the payment of the p

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N73 New order on judgment summons (Order 28, rule 8(1))

	rant of Committal o					
	Summons under the Debtors Act 1869 Plaintiff		9	County County		
			Case N	lo.		
Defen	dont	·	─			
Determ	uant		Warran	nt No.		
	Registrar and bailiffs of the cour	_				Seal
-	tion, and to the Governor of He uintiff obtained a judgment or an					
_		order against the de	icidan(s)			
In this on the	court (day of	19	, for payme	nt of £) ⁽²⁾ for debt/damages and
	orthwith (or on the		,)	
(or by i	nstalments of £	for every cale	ndar month) and s	subsequent costs	s have been in	curred amounting to
And th	ne defendant having failed t	o pay the sum of	£	due unde	r the said ju	udgment or order:
	nat the defendant has (or has had					
court the (or has It is the below, the vou, the in prison	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a he Registrar, bailiffs and ot	same and the defend ndant be committed a receiving order or a hers, are therefor	dant has shown no to prison for an order of adjudic e required to arre in and you, the Go	cause why he s cation in bankru est the defendant overnor, to receive	days, unless he ptcy has been t and to delive the defende	committed to prison e pays the sum stated made against him
court the (or has It is the below, the second to the prison to the second to the seco	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a he Registrar, bailiffs and ot	same and the defend ndant be committed receiving order or a hers, are therefor Priso	dant has shown no to prison for an order of adjudic e required to arre in and you, the Go	cause why he s cation in bankru est the defendant	days, unless he ptcy has been t and to delive the defende	committed to prison e pays the sum stated made against him er him to
court th (or has It is th below, You, th	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a she Registrar, bailiffs and of the for days from the series of the s	same and the defend ndant be committed receiving order or a hers, are therefor Priso	dant has shown no to prison for an order of adjudic e required to arre in and you, the Go	cause why he s cation in bankru est the defendant overnor, to receive	days, unless he of the days, unless he ptcy has been the defended if sooner	committed to prison e pays the sum stated made against him er him to
court the (or has It is the below, the second to the prison to the second to the seco	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a she Registrar, bailiffs and of the for days from the series of the s	same and the defendent be committed a receiving order or a there, are therefor Priso the arrest under this of the	to prison for an order of adjudice required to arre and you, the Goorder, or until law	cause why he so cation in bankrup est the defendant overnor, to receive fully discharged Dated(*)	days, unless he days, unless he ptcy has been t and to delive we the defended if sooner	committed to prison e pays the sum stated made against him er him to ant and safely keep hi
court the content of the court the c	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a she Registrar, bailiffs and other for days from the da	same and the defendent be committed a receiving order or a hers, are therefor Priso the arrest under this of the arrest under the ant must be issued	dant has shown no to prison for an order of adjudic re required to arre on and you, the Go order, or until law day of day of	cause why he so cation in bankrup est the defendant overnor, to receive fully discharged Dated(*)	days, unless he days, unless he ptcy has been t and to delive we the defended if sooner	committed to prison e pays the sum stated made against him er him to ant and safely keep hi
court the content of the court the c	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a she Registrar, bailiffs and ot on for days from the warrant. Note: a separate warrant.	same and the defendendant be committed a receiving order or a hers, are therefor Priso the arrest under this of the arrest under the ant must be issued dant had made defaut	dant has shown no to prison for an order of adjudic re required to arre an and you, the Go order, or until law day of d against every	cause why he so cation in bankrup est the defendant overnor, to receive fully discharged Dated(*)	days, unless he days, unless he ptcy has been t and to delive we the defended if sooner	committed to prison e pays the sum stated made against him er him to ant and safely keep hi
court the control of the court the court the court the court the court is the court th	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a she Registrar, bailiffs and ot on for days from the days from the warrant warrant as separate warrant Sum in payment of which defensissue of judgment summons	same and the defendendant be committed a receiving order or a hers, are therefor Priso the arrest under this of the arrest under the ant must be issued dant had made defaut	dant has shown no to prison for an order of adjudic re required to arre an and you, the Go order, or until law day of d against every	cause why he so cation in bankrup est the defendant overnor, to receive fully discharged Dated(*)	days, unless he days, unless he ptcy has been t and to delive we the defended if sooner	committed to prison e pays the sum stated made against him er him to ant and safely keep h
court the court	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a she Registrar, bailiffs and ot on for days from the warrant. Note: a separate warrant sum in payment of which defensissue of judgment summons. Fee and costs on issue and hearing the series of the payment of which defensissue of judgment summons.	same and the defendent and the committed a receiving order or a shers, are therefor Priso the arrest under this of the arrest under the ant must be issued dant had made defauting of judgment sums	dant has shown no to prison for an order of adjudic re required to arre on and you, the Go order, or until law day of d against every	cause why he so cation in bankrup est the defendant overnor, to receive fully discharged Dated(*)	days, unless he days, unless he ptcy has been t and to delive we the defended if sooner	committed to prison e pays the sum stated made against him er him to ant and safely keep h
court the court the court the court the court the court the court is the below, You, the court in prison	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a she Registrar, bailiffs and ot on for days from the warrant. Note: a separate warrant. Sum in payment of which defensissue of judgment summons. Fee and costs on issue and heari. Sub total	same and the defendent and the committed a receiving order or a shers, are therefor Priso the arrest under this of the arrest under the ant must be issued dant had made defauting of judgment sums	dant has shown no to prison for an order of adjudic re required to arre on and you, the Go order, or until law day of d against every	cause why he so cation in bankrup est the defendant overnor, to receive fully discharged Dated(*)	days, unless he days, unless he ptcy has been t and to delive we the defended if sooner	committed to prison e pays the sum stated made against him er him to ant and safely keep h
court the corn has It is the below, You, the in prison	refused or neglected) to pay the serefore ordered that the defer or files an affidavit stating that a she Registrar, bailiffs and ot on for days from the days from the series of the days from the series of judgment summons. Fee and costs on issue and heard Sub total Deduct amount paid since issue	same and the defendent and ant be committed a receiving order or a shers, are therefor Priso the arrest under this of the arrest under this dant must be issued ant must be issued ant had made default and of judgment summore of judgment summore properties.	dant has shown no to prison for an order of adjudic re required to arre on and you, the Go order, or until law day of d against every	cause why he so cation in bankrup est the defendant overnor, to receive fully discharged Dated(*)	days, unless he days, unless he ptcy has been t and to delive we the defended if sooner	committed to prison e pays the sum stated made against him er him to ant and safely keep h

I arrested the defendant on the In the **County Court** To the Governor of Her Majesty's Prison **Warrant of Committal** and delivered him into the custody of the at (here insert name of prison of foreign court) Governor of HM Prison at Case No. on the Take notice that in accordance with the provisions of section 122 of the County Courts Act Committal Warrant 1984, this warrant of committal has been sent to this court and that the debtor, if arrested within Number **Bailiff of the Court** the jurisdiction of this court, is to be conveyed to the prison of this court, and is to be kept there for the time mentioned in the warrant of committal or until lawfully discharged if sooner Returns other than payments Date applied for Amount due under order £ Time Date **PLAINTIFF** Dated Plaintiff's(solicitor)'s address N75 Indorsement on a warrant of committal sent to a foreign court (Order 28, rule 11(3)) **County Court** To the Registrar of the Ref. DEFENDANT Take notice that this warrant has been issued out of this court for execution at an address within the jurisdiction of your court You are therefore required to execute the said warrant **Dated** Amounts recovered or passed through: Date taken Date taken Amount Amount

N74 Warrant of committal (Order 28, rule 11(1))

N53 Warrant of execution or committal to Registrar of foreign court (section 122, County Courts Act 1984)

Order of Committal to Prison for Disobeying a Court Order or Undertaking

In the		
		County Court
Case No.	Always quote this	

Between

and Respondent Seal Defendant On the day of (1) enter 19 name of the court ordered (1) person [or the court accepted an undertaking from (1) gainst whom application is made (2) set out the precise parts of the order or undertaking relevant to he committal application At that hearing (1) [appeared personally] [was represented by solicitor / counsel] [did not attend] has applied to commit (3) enter the name of the applicant to prison (1) for disobeying the order dated [or for failing to comply with the undertaking given]

Applicant Plaintiff

Details of service on (1) of the documents relevant to the application to commit are given in the schedule overleaf

The court read the affidavits of Name(s)

The allegations made by (3)

(4) list the allegations as set out on N78 if necessary continue on a separate sheet

Date affidavit(s) sworn

were that (4)

And the court heard oral evidence given by

(5) give exact details of all the allegations of contempt proved	act details of all the gations of contempt				
(6) enter the name of the prison (7) enter the length of sentence	It is ordered that (1) the above contempt to Her Majesty's Prison a for a period of (7) , or unit and that a warrant of arrest and committal b And (1) (or if so ordered to the Judge) to purge his con [(8) And, as the court by order dated of the notice of application for a committal of It is ordered that (1) a Judge of this court as soon as practicable]	at (6) til lawfully dischar, e issued forthwith can apply to the atempt and ask for dispen	court		
(9) insert any other directions given by the Judge, eg suspended order	[And it is ordered that (9) And it is ordered that (1)	s of this application	and paid to		
	Dated The Schedule		•		
delete A if committal relates to an N117 undertaking if served on different occasions, please specify	Service of A: the court order dated B: the notice of application for a come come column 1 Service A & * B proved by Endorsement by Bailiff of County Court dated *and Affidavit(s) of service of dated *and Oral evidence of	endorsed with a partital order Column 2 Substituted service The court directed service of A & * B on by order(s) dated	Column 3 Service dispensed with The court dispensed with service of A & * B by order(s) dated *and		

When corresponding with the court, please address forms and letters to the Chief Clerk and quote the case number. The court office at

is open from 10 am to 4 pm Monday to Friday.

Order for Committal for Failure by Solicitor to carry out		In th	In the		
	Undertaking Plaintiff			Always	County Court
<u>Plainti</u>			Case	NO. quote this	
			Plaint	tiff's Ref.	
Defend	lant		_		
]	Seal	
(1) enter name of person		iven to this court on the	day of		19 ,
against whom order is made	(1)	of			
(2) state terms of undertaking	as solicitor for the p	laintiff (or defendant) undertook to ((2)		
	Now upon reading t	he affidavit of			
	dated the	day of	19	, and upon hearing	3
(3) add if solicitor		l upon oath [or by the indorsement of	of		
giving the undertaking	a bailiff of this cour	•		County	Court)], that a copy of the
does not appear in	notice to show cause	•			
person		itted has been served personally upon that the undertaking before referred to		ng satisfied that (1)	
	It is ordered tha	t (1)			
(4) insert name of	be committed for co	ntempt to Her Majesty's Prison at ⁽⁴⁾			
prison used by the court	for a period of	or unti	l lawfully disch	narged if sooner and th	hat a warrant for the arrest and
	committal of(1)		be issued forth	with	
	And it is ordere	d that ⁽¹⁾			
(5) insert name of party to receive the costs and where	and paid by(1)	his application and of the committal	, such costs to b	be taxed by the registr	rar
payable	to ⁽⁵⁾				
	within 14 days of tax	cation			
	[And it is furthe	r ordered that any application for	r the release fro	om custody of ⁽¹⁾	
(6) delete if inapplicable	shall be made to the	Judge] ⁽⁶⁾			
			Date	ed	
	Address for	Payment		——— How to Pay	7
	7.001 CSS 101	P P fc D A Y OO	or payment quoting or saccepted. CCEPTED. You should allow at rhis representative, fake sure that you have	ST BE MADE to the period their reference and the send payments to the couleast 4 days for your payments and can account if there is any disagreen	son named at the address court case number. rt. THEY WILL NOT BE
The court o	ffice at	• A • If	leaflet giving furth	her advice about payment of formation you should conta	can be obtained from the court. act the plaintiff or his

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

Order for Discharge from			In the		
Cus	Custody under Warrant		County Co		
of C	Committal		Alway	<u>_</u>	
Plaint	iff		Case No. quo		
liam			Plaintiff's Ref.		
L					
Defen	dant				
]		Seal	
L					
	Upon application made this by	day of	19	,	
	who was committed to prison for o		is court dated the	day of	
	, and upon reading the ap	plication of	10 -1 -1		
	attested on the day of		19 , showing tha	at he is desirous of purging his	
	contempt, and upon hearing				
	and apon nonning				
) or, if no ne appears If him	(1)(and upon being satisfied that the	e notice of this application	has been duly served upo	on the	
	It is ordered that				
?) insert ame of rison	be discharged out of the custody of	of the Governor of Her Ma	jesty's Prison at ⁽²⁾		
i) add if	⁽³⁾ And it is ordered that				
ordered	do pay the sum of £	, the costs of this appl	ication, such costs to be ta	axed and paid	
insert ame of erson to	to ⁽⁴⁾ by (or with	hin 14 days of taxation)			
hom syment is to made	<u> </u>				
			Dated		
	Address for Payment		——— Hov	w to Pay	
		for p DO ACC	payment quoting their reference NOT bring or send payments of CEPTED.	to the court. THEY WILL NOT BE	
		or hi ● Mak	is representative. e sure that you keep records and	your payment to reach the plaintiff I can account for all payments made. I disagreement. It is not safe to send cash	
		unle:	ss you use registered post.	payment can be obtained from the court.	

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

The court office at

nee	-	Always ase No. quote this	County Cour
nee	-	ase No. quote	
	- Pi		
		aintiff's Ref.	
			Seal
Upon reading the affidavit of		filed or	1
will satisfy a judgment or order obtained against the the plaintiff in this court (or	said defendan	t by	ee to the defendant as (1)) on ns due and unpaid,
		. Iomai	ns due and unpaid,
And it is ordered that the garnishee do attend this at	court		
the garnishee to the defendant or so much of it as m together with the costs of these proceedings ((2))The garnishee may, at any time before the return	ay be sufficien a day, give noti	t to satisfy the judg	ment or order, icer at the court that he doe
Amount remaining due under judgment (or order)	£		
Court fee	£		
Solicitor's costs	£		
Total	£	Date	d
(*The name and address of the branch of the garnish (account no.) is b	hee deposit-tal	xing institution at w	hich the defendant's accoun
ndant's name and address	Plaintiff'	s (solicitor's) addr	ess for service
	It is ordered that the garnishee do attach so much of the debts owing will satisfy a judgment or order obtained against the the plaintiff in this court (or for the sum of £ including costs, of whi together with £ the costs of these proce And it is ordered that the garnishee do attend this at on to show cause why an order should not be made tha the garnishee to the defendant or so much of it as m together with the costs of these proceedings (2)The garnishee may, at any time before the return not hold any money to the credit of the defendant, a stayed) Amount remaining due under judgment (or order) Court fee Solicitor's costs Total (*The name and address of the branch of the garnis)	It is ordered that the garnishee do attach so much of the debts owing or accruing fro will satisfy a judgment or order obtained against the said defendant the plaintiff in this court (or for the sum of £ including costs, of which the sum of £ together with £ the costs of these proceedings And it is ordered that the garnishee do attend this court at on to show cause why an order should not be made that the garnishee the garnishee to the defendant or so much of it as may be sufficient together with the costs of these proceedings ((2)*The garnishee may, at any time before the return day, give notinot hold any money to the credit of the defendant, and thereupon stayed) Amount remaining due under judgment (or order) £ Court fee £ Solicitor's costs £ Total £ (*The name and address of the branch of the garnishee deposit-tal (account no.) is believed to be here.	It is ordered that the garnishee do attach so much of the debts owing or accruing from the said garnishe will satisfy a judgment or order obtained against the said defendant by the plaintiff in this court (or for the sum of £ including costs, of which the sum of £ remai together with £ the costs of these proceedings And it is ordered that the garnishee do attend this court at on at to show cause why an order should not be made that the garnishee do pay to the plain the garnishee to the defendant or so much of it as may be sufficient to satisfy the judg together with the costs of these proceedings (2) The garnishee may, at any time before the return day, give notice to the proper off not hold any money to the credit of the defendant, and thereupon the proceedings ags stayed) Amount remaining due under judgment (or order) £ Court fee £ Solicitor's costs £ Total £ Date (*The name and address of the branch of the garnishee deposit-taking institution at w (account no.) is believed to be held is:

N84 Garnishee order to show cause (Order 30, rule 3(1))

is open between 10 am and 4 pm

CASE NO. Certificate of Service (defendant) Certificate of Service (garnishee) I certify that the order of which this is a true copy was served by me o I certify that the order of which this is a true copy was served by me on (date) (date) Service was effected (tick and complete whichever applies) Service was effected (tick and complete whichever applies) by posting it to the garnishee by posting it to the defendant at the address at the address on stated in the order. stated in the order. by posting it to (leaving it at) the address stated in the by posting it to (leaving it at) the address stated in the order as the registered office of the limited company. order as the registered office of the limited company. by posting it to (leaving it at) the address stated in the by posting it to (leaving it at) the address stated in the order as the place of business of the limited company. order as the place of business of the limited company. by delivering it to the defendant personally by delivering it to the garnishee personally (or to (or to apparently not less than 16 years old, who promised apparently not less than 16 years old, who promised to give it to the defendant on the same day) to give it to the garnishee on the same day)) at the address (or on) at the address stated in the order (or at stated in the order (or at by inserting it enclosed in an envelope addressed to by inserting it, enclosed in an envelope addressed to the defendant, in the letter box at the address stated the garnishee, in the letter box at the address stated in the order. I have reason to believe that the in the order. I have reason to believe that the order will reach the defendant in sufficient time order will reach the garnishee in sufficient time, because: because: Bailiff / Officer of the Court Bailiff / Officer of the Court OR I certify that the order has not been served for the following OR I certify that the order has not been served for the following reasons: reasons: Bailiff / Officer of the Court Bailiff / Officer of the Court Certificate of Service (garnishee's branch) I certify that the order of which this is a true copy was served by me on (date) by inserting it enclosed in an envelope addressed to Service was effected (tick and complete whichever applies) the garnishee's branch, in the letter box at the address stated by posting it to the garnishee's branch in the order. I have reason to believe that the at the address on order will reach the garnishee in sufficient time

because:

reasons:

)

OR I certify that the order has not been served for the following

at the address stated in the order

by delivering it to the garnishee's branch personally

apparently not less than 16 years old, who promised

to give it to the garnishee's branch on the same day)

stated in the order.

(or to

(or on

(or at

Bailiff / Officer of the Court

Bailiff / Officer of the Court

shee Order Absolute	In the	
	Always	ırt
	this	
ee	Plaintiff's Ref.	
	Seal	
arnishee		
Upon hearing the plaintiff('s solicitor) and	the garnishee and reading the affidavit	
of	filed on	
and the order to show cause made on		
when it was ordered that all debts due or accru	ing due from the garnishee to the defendant should be attached to	
•	sts, of which the sum of £ remained due and unpai	d
(together with the costs of these proceedings)		
It is therefore ordered that the garnishe	do pay to the plaintiff the sum of £	
the debt due from the garnishee to the defenda	nt (being so much of the debt due from the garnishee to the defendar	ıt as
is sufficient to satisfy the judgment debt and o	osts, together with £ the costs of these proceedings) ⁽¹⁾
to the plaintiff by		
(And that the sum of £, the plain	tiff's costs of this application, be added to the judgment debt and be	
retained out of the money recovered by the pl ts debt) ⁽²⁾	nintiff under this order and in priority to the amount of the judgment	
	Dated	
— Address for Payment ————	How to Pay	
	 PAYMENT(S) MUST BE MADE to the person named at the address for payment quoting their reference and the court case number. DO NOT bring or send payments to the court. THEY WILL NOT BE 	
	Upon hearing the plaintiff('s solicitor) and of and the order to show cause made on when it was ordered that all debts due or accrusatisfy a judgment obtained against the defend for the sum of £ including co (together with the costs of these proceedings) It is therefore ordered that the garnishee the debt due from the garnishee to the defenda is sufficient to satisfy the judgment debt and coto the plaintiff by (And that the sum of £, the plaint retained out of the money recovered by the plaint debt)(2)	County Col Case No. Always quite Plaintiff's Ref. Plaintiff's Ref.

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N85 Garnishee order absolute (Order 30, rule 7(1))

Order Revoking an

Administration Order	County Court		
Debtor			
	Administration Order Number		
	. Sea	1	

In the

To the debtor and creditor

It is ordered that the administration order made against the above named debtor on the

be revoked (because) (unless)

Dated

How to Pay-

Note to the debtor - the instructions below tell you how to pay your creditors after the administration order has been revoked

- PAYMENT(S) MUST NOW BE MADE to the creditors or their representatives, quoting their reference (and the court case number if applicable).
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the creditor or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information you should contact the creditor or his representative.

* delete if
not
annlicable

*To the creditor

*Creditor's ref:

*Case no:

The court has declared a dividend on the amount of money paid by the debtor.

Enclosed is a payable order for £

To	

The court office at

is open between 10 am and 4 pm Monday to Friday

When corresponding with the court, please address forms or letters to the Chief Clerk and quote the above administration order number

	der Suspendi		In the	
an Debi	Administratio	on Order		County Court
			Administration Order Number	
				Seal
	To the debtor and cre	editor		
	It is ordered that the acon the be (suspended) (varied) p	Iministration order made aga	inst the above named debtor	
			Dated	•
ete if	*To the creditor The court has declared a div Enclosed is a payable order	*Creditor's ref: idend on the amount of money for £	*Case paid by the debtor.	no:
	······································		The court office at	
			is open between 10 am and 4	pm Monday to Friday
			When corresponding with forms or letters to the Chie above administration order	f Clerk and quote the



Summons in Personam Admiralty Jurisdiction

(fixed amount)	In the		
Plaintiff's full name	一	County Co	ourt
Address	The court office at		
	is open from 10 am to 4 pm Mone	day to Friday	
Name and address for service and	Do not send payments to	o the cour	t
payment (If different from above) Ref/Tel No.	Scal		
Defendant's name Address			
L			
To the Defendant		£	p
The plaintiff claims	(see particulars enclosed)		
	Court fee		
	Solicitor's costs		
	Total amount		
	This summons was issued on		

Always quote this number

Case

Number

What you should do

Within 14 days from the date of service (which is explained overleaf under the heading General information) you should either:

pay the total amount of the claim and costs to the person named at the address for payment above (see also How to
 Pay overleaf);

OR

• send to the court an admission, defence or counterclaim using the enclosed form.

If you do nothing, judgment may be entered against you and enforcement proceedings may be commenced without further notice.

Important - for instructions turn over

Please read this page: it will help you deal with the summons

Instructions

Within 14 days after the date of service, you must:

- If you admit all or part of the claim, pay the amount admitted and the costs to the address for payment overleaf (see How to Pay box). If you require time to pay, complete the enclosed form of admission and send it to the court.
 - If your offer of payment is accepted, the court will enter judgment and send an order telling you how to pay. If your offer is not accepted, the court will arrange a hearing which you should attend.
- If you dispute all or part of the claim, return the enclosed form of defence to the court stating clearly how much you dispute and your reasons for doing so. If you dispute only part of the claim, you should also fill in the part of the form for admitting the claim. Pay the amount admitted to the address for payment. If you have paid the amount of the plaintiffs claim since the summons was issued, fill in the part of the form for defending the claim. Say when you paid the claim. Then pay the costs to the address for payment unless you dispute having to pay them. Explain your reasons. If you send a defence you may have to attend court. The court will send you notice of hearing.
- If you have a claim against the plaintiff, complete and return to the court the enclosed form of counterclaim giving details of your claim. If your counterclaim exceeds the claim, you may have to pay a fee - the court will let you know. Unless the plaintiff admits your counterclaim there will be a hearing. The court will tell you when to attend.

General information

- If you received this summons through the post the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark. You have 14 days from this date to pay or reply to the summons.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If you intend to defend this claim and the court named on this summons is not your local county court, you may write to the court named, asking for the case to be transferred to your nearest county court with Admiralty jurisdiction and explaining your reasons. However, if the action is transferred and you later lose the case, you may have to pay more in costs.
- You can get application forms for issue of a witness summons at the court office.
- Any delay in payment or in returning the enclosed form may add to the costs.
- When corresponding with the court, please address forms or letters to the Chief Clerk. Always quote the case number.

- How to Pay -

- PAYMENT(S) MUST BE MADE to the person named at the address for payment, quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information you should contact the plaintiff or his representative.

BailiffOfficer of the Court		1 N9
BailifflOfficer of the CourOR I certify that the summons has not been served for the following reasons:	o Summons in persona	M. Summone in nervone
by inserting it, enclosed in an envelope addressed to the defendant, in the letter box at the address stated on the summons. I have reason to believe that the summons will reach the defendant in sufficient time, because:	m (fixed amount) (Admiralty)	m (fived amount) (Admiralty i
at the address stated on the summons (or at)	unsaicuon)	(acitoibainu
apparently not less than 16 years old, who promised to give it to the defendant on the same day) (or on		
by delivering it to the defendant personally (or to		
by posting it to (leaving it at) the address stated on the summons as the place of business of the limited company.	<u> </u>	1
by posting it to (leaving it at) the address stated on the summons as the registered office of the limited company.		
by posting it to the defendant on at the address stated on the summons.		
Service was effected (tick and complete whichever applies)	· · ·	
Certificate of Service I certify that the summons of which this is a true copy was served by me on (date)		
CASE NO.		
-		



Summons in Rem Admiralty Jurisdiction

	Admiralty Jurisdiction (fixed amount)	In the	
Plaintiff's			County Court
full name Address		The court office at	
		is open from 10 am to 4 pm Mor	nday to Friday
Name and address for service and payment		Do not send payments	to the court
(y different from above) Ref/Tel No.		(Seal	
Defendant's name Address			
		The owners of the	
	To the defendant	<u> </u>	
(1) state nature of the action	An action for ⁽¹⁾		
(2) describe and name the ship (3) add where action is against ship and freight (4) where action is against ship, cargo and freight	has been connot behalf of of against the (a) (and the freight due for the transportation of the cargo now (and the cargo now or lately laden therein, together with free	•	
			£ p
•	The plaintiff claims	(see particulars enclosed)	
		Court fee	
		Solicitor's costs	
		Total amount	
		This summons was issued on	
•	What you should do		
	Within 14 days from the date of service (which is explained should either: • pay the total amount of the claim and costs to the perso Pay overleaf); • OR	•	•
	• send to the court an admission, defence or counterclaim If you do nothing, judgment may be entered against you are		nenced without

Always quote this number

Case

Number

Important - for instructions turn over

further notice.

Please read this page: it will help you deal with the summons

Instructions

Within 14 days after the date of service, you must:

- If you admit all or part of the claim, pay the amount admitted and the costs to the address for payment overleaf (see How to Pay box). If you require time to pay, complete the enclosed form of admission and send it to the court.
 - If your offer of payment is accepted, the court will enter judgment and send an order telling you how to pay. If your offer is not accepted, the court will arrange a hearing which you should attend.
- If you dispute all or part of the claim, return the enclosed form of defence to the court stating clearly how much you dispute and your reasons for doing so. If you dispute only part of the claim you should also fill in the part of the form for admitting the claim. Pay the amount admitted to the address for payment. If you have paid the amount of the plaintiff's claim since the summons was issued, fill in the part of the form for defending the claim. Say when you paid the claim. Then pay the costs to the address for payment unless you dispute having to pay them. Explain your reasons. If you send a defence you may have to attend court. The court will send you notice of hearing.
- If you have a claim against the plaintiff, complete and return to the court the enclosed form of counterclaim giving details of your claim. If your counterclaim exceeds the claim, you may have to pay a fee - the court will let you know. Unless the plaintiff admits your counterclaim there will be a hearing. The court will tell you when to attend.

General information

- If you received this summons through the post, the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark. You have 14 days from this date to pay or reply to the summons.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If you intend to defend this claim and the court named on this summons is not your local county court, you may write to the court named, asking for the case to be transferred to your nearest county court with Admiralty jurisdiction and explaining your reasons. However, if the action is transferred and you later lose the case, you may have to pay more in costs.
- You can get application forms for issue of a witness summons at the court office.
- Any delay in payment or in returning the enclosed form may add to the costs.
- When corresponding with the court, please address forms or letters to

BailiffOfficer of the Court

- How to Pay -

- PAYMENT(S) MUST BE MADE to the person named at the address for payment quoting their reference and the court case number.
- DO NOT bring or send payments to the court. THEY WILL NOT BE ACCEPTED.
- You should allow at least 4 days for your payment to reach the plaintiff or his representative.
- Make sure that you keep records and can account for all payments made. Proof may be required if there is any disagreement. It is not safe to send cash unless you use registered post.
- A leaflet giving further advice about payment can be obtained from the court.
- If you need more information, you should

97		mount) (Admiralty jurisdiction				c	ontact the	plaintiff or	his rep	resentative.	
	BailifilOfficer of the Cour. OR I certify that the summons has not been served for the following reasons:	by inserting it enclosed in an envelope addressed to the defendant, in the letter box at the address stated on the summons. I have reason to believe that the summons will reach the defendant in sufficient time, because:	at the address stated on the summons (or at	apparently not less than 16 years old, who promised to give it to the defendant on the same day) (or on	by delivering it to the defendant personally (or to	by posting it to (leaving it at) the address stated or the summons as the place of business of the limited company.	by posting it to (leaving it at) the address stated on the summons as the registered office of the limited company.	 by posting it to the defendant on at the address stated on the summons. 	Service was effected (tick and complete whichever applies)	Certificate of Service I certify that the summons of which this is a true copy was served by me on (date)	

Summons in Personam	Number
Admiralty Jurisdiction (amount not fixed)	In the
Plaintiff's full	County Court
Address	The court office at
	is open from 10 am to 4 pm Monday to Friday
Plaintiff's Solicitor's Address Ref/Tel No.	Seal
Defendant's name Address	

To the	defendant	£	P	
•	The plaintiff claims(see particulars enclosed)			
	Court fee			
	Solicitor's costs			
	Total amount			
	This summons was issued on		_	

What you should do

Within 14 days from the date of service (which is explained overleaf under the heading General information) you should send to the court an admission, defence or counterclaim using the enclosed form.

If you do nothing judgment may be entered against you without further notice (except in claims involving salvage or towage).

Important - for instructions turn over

Please read this page: it will help you deal with the summons Instructions

Within 14 days after the date of service, you must:

- If you admit all or part of the claim, pay the amount admitted and the costs into court (see Payments into Court box). If you require time to pay, complete the enclosed form of admission and send it to the court.
 - If your offer of payment is accepted, the court will enter judgment and send an order telling you how to pay. If your offer is not accepted, the court will arrange a hearing which you should attend.
- If you dispute all or part of the claim, return the enclosed form of defence to the court stating clearly how much you dispute and your reasons for doing so. If you send a defence you may have to attend court. The court will send you notice of hearing.
- If you have a claim against the plaintiff, complete and return to the court the enclosed form of counterclaim giving details of your claim. If your counterclaim exceeds the claim, you may have to pay a fee - the court will let you know. Unless the plaintiff admits your counterclaim there will be a hearing. The court will tell you when to attend.

General information

- If you received this summons through the post, the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If you intend to defend this claim and the court named on this summons is not your local county court, you may write to the court named asking for the case to be transferred to your nearest county court with Admiralty jurisdiction and explaining your reasons. However, if the action is transferred and you later lose the case, you may have to pay more in costs.
- You can get application forms for issue of a witness summons at the court office.
- Any delay in payment or in returning the enclosed form may add to the costs.
- When corresponding with the court, please address forms or letters to the Chief Clerk. Always quote the case

Payments into Court

You can pay the court by calling at the court office which is open 10 am to 4 pm Monday to Friday. You may only pay by:

- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster General and crossed. Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or girodraft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed. This method of payment is at your own risk.

And you must:

- pay the postage
- enclose this form

8

enclose a self addressed envelope so that the court can return this form with a receipt

<u>v</u>.

The court cannot accept stamps or payments by bank and giro credit number. transfers. You should carefully check any future forms from the court to see if payments should be made directly to the plaintiff. N98 Summons in personam (amount not fixed) (Admiralty jurisdiction) Service was effected (tick and complete whichever applies) true copy was served by me on (date) CASE NO. Certificate of Service certify that the summons of which this Or to by posting it to the defendant by delivering it to the defendant personally by posting it to (leaving it at) the address stated by inserting it, enclosed in an envelope addressed at the address stated on the summons (or at by posting it to (leaving it at) the address stated on served for the following reasons: I certify that the summons has not been sufficient time, because: that the summons will reach the defendant in stated on the summons. I have reason to believe to the defendant, in the letter box at the address day) (or on apparently not less than 16 years old, who promised to give it to the defendant on the same limited company. the summons as the place of business of the limited company. the summons as the registered office of the at the address stated on the summons BailifflOfficer of the Court BailiffOfficer of the Court



	Summons in Rem	Case Number			
	Admiralty Jurisdiction (amount not fixed)	In the			
Plaintiff's full name				County C	Court
Address		The court of	fice at		
		is open from	10 am to 4 pm Mon	day to Frida	ıy
Plaintiff's Solicitor's Address Ref/Tel No.			Seal		
Defendant's name Address					
		The owners	of the		
	To the defendant				
(1) state nature of the action	An action for (1)				
(2) describe and name the ship	on behalf of	nmenced in this c	ourt,		
(3) add where action is against ship and freight	of				
(4) where action	against the ⁽²⁾ (and the freight due for the transportation of the cargo now or	lately laden then	ein) ⁽³⁾		
is against ship, cargo and freight	(and the cargo now or lately laden therein, together with freig	-		£	р
	Who allocated allocate	(*:la amala-ad\		T
•	The plaintiff claims	(see pa	ilculars enclosed)		
			Court fee		
			Solicitor's costs		
			Total amount		
		This summo	ns was issued on		-
•	What you should do				
	Within 14 days from the date of service (which is explained o	verleaf under the	heading General info	rmation) you	1
	should send to the court an admission, defence or counterclain	m using the enclo	sed form.		

Always quote this number

If you do nothing, judgment may be entered against you without further notice (except in claims involving salvage or towage).

Important - for instructions turn over

Please read this page: it will help you deal with the summons

Instructions

Within 14 days after the date of service, you must:

- If you admit all or part of the claim, pay the amount admitted and the costs into court (see Payments into Court box). If you require time to pay, complete the enclosed form of admission and send it to the court.
 - If your offer of payment is accepted, the court will enter judgment and send an order telling you how to pay. If your offer is not accepted, the court will arrange a hearing which you should attend.
- If you dispute all or part of the claim, return the enclosed form of defence to the court stating clearly how much you dispute and your reasons for doing so. If you send a defence you may have to attend court. The court will send you notice of hearing.
- If you have a claim against the plaintiff, complete and return to the court the enclosed form of counterclaim giving details of your claim. If your counterclaim exceeds the claim, you may have to pay a fee - the court will let you know. Unless the plaintiff admits your counterclaim there will be a hearing. The court will tell you when to attend.

General information

BailiffOfficer of the Court

- If you received this summons through the post, the date of service will be 7 days (for a limited company at its registered office, the second working day) after the date of posting as shown by the postmark.
- You can get help to complete the enclosed form at any county court office or citizens' advice bureau.
- If you intend to defend this claim and the court named on this summons is not your local county court, you may write to the court named, asking for the case to be transferred to your nearest county court with Admiralty jurisdiction and explaining your reasons. However, if the action is transferred and you later lose the case, you may have to pay more in costs.
- You can get application forms for issue of a witness summons at the court office.
- Any delay in payment or in returning the enclosed form may add to the costs.
- When corresponding with the court, please address forms or letters to the Chief Clerk. Always quote the case number.

Payments into Court

You can pay the court by calling at the court office which is open 10 am to 4 pm Monday to Friday. You may only pay by:

- cash
- banker's or giro draft
- cheque supported by a cheque card
- cheque (unsupported cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

Cheques and drafts must be made payable to HM Paymaster General and crossed. Please bring this form with you.

By post

You may only pay by:

- postal order
- banker's or giro draft
- cheque (cheques may be accepted, subject to clearance, if the Chief Clerk agrees)

The payment must be made out to HM Paymaster General and crossed. This method of payment is at your own risk.

- And you must:
 - pay the postage
 - enclose this form
 - enclose a self addressed envelope so that the court can return this form with a receipt

The court cannot accept stamps or payments by bank and giro credit

N99	Summons in rem (ame	ount not fixed) (Admiralty jur	isdiction)	·	N Y		refully check ald be made o				to sec	: if
	OR I certify that the summons has no served for the following reasons:	by inserting it, enclosed in an envelope to the defendant, in the letter box at the stated on the summons. I have reason to that the summons will reach the defend sufficient time, because:	at the address stated on the summons (or at	apparently not less than 16 years old, wised to give it to the defendant on the s	by delivering it to the defendant person (or to	by posting it to (leaving it at) the addre the summons as the place of business of limited company.	by posting it to (leaving it at) the addre the summons as the registered office of limited company.	by posting it to the defendant on at the address stated on the summons.	Service was effected (tick and complete whicher	the se	Certificate of Service	CASE NO.

Plaintiff	Judgment in Personam Admiralty Jurisdiction	In the	County Co
		Case No. Always	County Co
Defendant		this	
		Plaintiff's Ref.	IND DAWNENTS
			END PAYMENTS HE COURT
		(Seal
		(
•	that the plaintiff do recover against the defendant	the sum of £ for costs (or his costs of th	is estimate he toyed
for (1) on scale	and £	for costs (or his costs of th	is action to be taxed
Oil scale)		
It is ordered th	at the defendant do pay to the plaintiff the sum of	£	(forthwith)
(or <u>by</u>)		
(and do pay the am	nount of the taxed costs by that day, or if the costs	have not been taxed, within	14 days of taxation)
Or (together with	the costs when taxed) by instalments of £	for eve	ry calendar month, the first
instalment to reach	the plaintiff <u>by</u>		
		Dated	
	Take N	otice	
	y in accordance with this order your good y be taken against you	s may be removed and so	ld or other enforcemen
A	ddress for Payment	How t	o Pay —
	PA for DC AC Your Property of the Party of t	YMENT(S) MUST BE MADE to payment, quoting their reference NOT bring or send payments to a CEPTED. u should allow at least 4 days for yo his representative. ke sure that you keep records and calof may be required if there is any diess you use registered post. eaflet giving further advice about page 1.	and the court case number. the court. THEY WILL NOT BI ur payment to reach the plaintiff un account for all payments made, sagreement. It is not safe to send of

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N108 Final judgment in personam (Admiralty jurisdiction) (Order 40, rule 19(3))

	Judgment in Rem	In the	
Plaintiff	Admiralty Jurisdiction		County Co
		Case No. Always quote	
Defendants		Plaintiff's Ref.	
			ND PAYMENTS
			IE COURT
		(Scal
The owners of the			
.			
It is adjudged that the	e plaintiff do recover the sum of £		
for (1)	and £	for costs (or his costs of this	action to be taxed
on scale)			
It is ordered that the	lefendants do nou to the plaintiff the su	m of f	(forthwith)
	defendants do pay to the plaintiff the su		(forthwith)
(or <u>by</u>)	
(or <u>by</u>	defendants do pay to the plaintiff the su)	
(or <u>by</u> (and do pay the amount o) osts have not been taxed, within 1	
(or <u>by</u> (and do pay the amount o	of the taxed costs by that day, or if the costs when taxed) by instalments of £) osts have not been taxed, within 1	4 days of taxation)
(or by (and do pay the amount o Or (together with the cos	of the taxed costs by that day, or if the costs when taxed) by instalments of £) osts have not been taxed, within 1	4 days of taxation)
(or by (and do pay the amount o Or (together with the cos	of the taxed costs by that day, or if the costs when taxed) by instalments of £) osts have not been taxed, within 1	4 days of taxation)
(or by (and do pay the amount o Or (together with the cos	of the taxed costs by that day, or if the costs when taxed) by instalments of £) osts have not been taxed, within 14 for every	4 days of taxation)
(or by (and do pay the amount o Or (together with the cos	of the taxed costs by that day, or if the costs when taxed) by instalments of £ aintiff by) osts have not been taxed, within 14 for every	days of taxation)
(or by (and do pay the amount of Or (together with the continuation instalment to reach the pl	f the taxed costs by that day, or if the costs when taxed) by instalments of £ aintiff by Take ccordance with this order your go	osts have not been taxed, within 16 for every Dated	days of taxation) calendar month, the first
(or by (and do pay the amount of Or (together with the continuation instalment to reach the play If you do not pay in a proceedings may be to	f the taxed costs by that day, or if the costs when taxed) by instalments of £ aintiff by Take ccordance with this order your go	osts have not been taxed, within 16 for every Dated	d days of taxation) y calendar month, the first d or other enforcement
(or by (and do pay the amount of Or (together with the continuation instalment to reach the play If you do not pay in a proceedings may be to	the taxed costs by that day, or if the costs when taxed) by instalments of £ aintiff by Take coordance with this order your goaken against you s for Payment	osts have not been taxed, within 16 for every Dated Notice Notice	d days of taxation) calendar month, the first d or other enforcement Pay e person named at the address nd the court case number. e court. THEY WILL NOT BE payment to reach the plaintiff account for all payments made.

is open between 10 am and 4 pm. When corresponding with the court, please address forms or letters to the Chief Clerk and quote the case number.

N109 Final judgment in rem (Admiralty jurisdiction) (Order 40, rule 19(3))

We, the undersigned members of the Rule Committee appointed by the Lord Chancellor under section 75 of the County Courts Act 1984(a), having by virtue of the powers vested in us in that behalf made the foregoing Rules, do hereby certify the same under our hands and submit them to the Lord Chancellor accordingly.

C.S. Stuart-White,
A.N. Fricker,
R. Greenslade,
Patrick Eccles,
Gillian Stuart-Brown,
Eifion Roberts,
R.E. Hammerton,
K.H.P. Wilkinson,
R.C. Newport.

I allow these Rules, which shall come into force on 1st April 1990.

Dated 5th March 1990

Mackay of Clashfern, C.

EXPLANATORY NOTE

(This note is not part of the Rules)

These Rules amend the County Court (Forms) Rules 1982 following the restriction of the county courts' banking function by the County Court (Amendment No. 3) Rules 1989 (S.I. 1989/1838).

Under the new arrangements, any payments made before judgment is entered, and after judgment but before enforcement, must be made direct to the plaintiff and not through the court (subject to some exceptions, e.g. for payments made for the benefit of a person under a disability). When steps are taken to enforce a judgment, payments must be made through the court as long as the enforcement process continues. Thereafter payment must, once again, be made direct to the judgment creditor. The Amendment No. 3 Rules also made provision for the creditor to certify the amount outstanding when enforcement proceedings are begun. These Rules amend the court forms to reflect the new arrangements. Since the court will no longer maintain records of payments made, the relevant court forms are also amended to advise parties of the desirability of keeping records of payments and of providing receipts.