

# Notice of enforcement

*This notice must be given by the enforcement agent or the enforcement agent's office.*

## Please read this notice - it is important

Name of Debtor

Address

Date notice issued

/ / 

Enforcement agent  
reference number

**About this notice** You have been sent this notice of enforcement because you have not paid money that you owe.

Who you owe money to

The amount you owe them

Their ref./account no.  
(if applicable)

### Enforcement details

Details of the court judgment or order or enforcement power by virtue of which the debt is enforceable

### Sum outstanding

Debt

Interest

Compliance stage fee

**TOTAL sum  
outstanding**

(as at the date of this notice)

**When to make payment**

You must pay, or agree a payment arrangement with the enforcement agent, by:

Date / /

Time

**If you do not pay**

If you do not pay or agree a payment arrangement by the date above, an enforcement agent will visit you and may seize your belongings - this is called 'taking control'. These belongings may then be sold to pay the money you owe. These actions will increase the costs of enforcement and these costs will be added to the amount already owed.

**Possible additional fees and expenses of enforcement**

If the sum outstanding remains unpaid or you have not agreed a payment arrangement by the date and time above you may be charged the following (enforcement agent to detail further possible fees and expenses)

**How to pay what you owe**

How to pay including opening hours and days

**How you can contact the enforcement agent or the enforcement agent's office**

Telephone

Address

Opening hours and days

**You can seek free advice and information from**

**AdviceUK** at [www.adviceuk.org.uk/find-a-member](http://www.adviceuk.org.uk/find-a-member)

**National Debtline** at [www.nationaldebtline.org](http://www.nationaldebtline.org) or 0808 808 4000

**Money Advice Service** at [www.moneyadviceservice.org.uk](http://www.moneyadviceservice.org.uk) or on 0300 500 5000

**Gov.uk** at [www.gov.uk](http://www.gov.uk)

**Other free advice is available.**