

Notice after entry or taking control of goods (on a highway) and inventory of goods taken into control

Warning

If you intentionally interfere with (for example dispose of or remove) controlled goods without a lawful excuse, you will be committing an offence and risk a fine or imprisonment.

Please read this notice - it is important

Name of Debtor

Address

Date notice issued

/ / Enforcement agent
reference number(s)Name of
enforcement agent

PRINT NAME

**Enforcement
details**

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

Who you owe money to

The amount you owe

Sum outstanding

Debt

Interest

Compliance stage fee

Enforcement stage fee

Expenses (if any)

Please detail the expenses

**TOTAL sum
outstanding**

(as at the date of this notice)

As you have still not paid what you owe, I have, as enforcement agent, now:

Action taken

entered premises

address

entered a vehicle on a highway with the intention of taking control of goods

Details of vehicle entered

Manufacturer	Model	Colour	Registration mark

Location of vehicle
on the highway

taken control of goods on a highway

Location on
highway

**When to make
payment**

To avoid the goods taken into control being sold payment of the sum outstanding must be paid or a payment arrangement agreed with the enforcement agent by

Date

Time

The goods will be released on payment in full (or may be released if you have agreed a payment arrangement with the enforcement agent) of the sum outstanding.

**How to pay
what you owe**

How to pay including opening hours and days

Goods taken into control

- I have not taken control of any goods
- I have taken control of the following

Description of item (eg. Computer, television, car etc.)	Manufacturer (if known)	Model (if known)	Serial number (if known) or Registration mark if a vehicle	Material, colour and usage of the goods or any other identifying characteristics	Location and time

Signature

.....
Enforcement Agent

.....
PRINT NAME

If you do not pay or do not agree a payment arrangement with the enforcement agent, they may remove any goods they have taken into control to sell or secure them to sell on site. This will increase the cost of enforcement and these costs will be added to the money you owe.

You can seek free advice and information from

- AdviceUK** at www.adviceuk.org.uk/find-a-member
- National Debtline** at www.nationaldebtline.org or on 0808 808 4000
- Money Advice Service** at www.moneyadviceservice.org.uk or on 0300 500 5000
- Gov.uk** at www.gov.uk
- Other free advice is available.**