

# Request for Attachment of Earnings Order

to be completed and signed by the claimant or their solicitor and sent to the court with the appropriate fee

## 1 Claimant's details

name, address,  
and phone  
number

Postcode

Phone no.

## 2 Name and address for service and payment

(if different  
from above)

Ref/Phone no.

Postcode

Phone no.

## 3 Debtor's details

name, address  
and phone  
number

Postcode

Phone no.

## 4 Judgment details

Court where  
judgment/order  
made if not  
court of issue

## 5 Outstanding debt

Balance due at date of request\*  
(excluding issue fee but including unsatisfied warrant costs)

\* you may also be entitled to  
interest to the date of request  
where judgment is for £5,000  
or more, or is in respect  
of a debt which attracts  
contractual or statutory  
interest for late payment

Issue fee

**AMOUNT NOW DUE**

## 6 Employment details (please give as much information as you can – it will help the court to make an order more quickly)

Employer's  
name and  
address

Postcode

Phone no.

Name of county court

Claim number

### For court use only

A/E application no.

Issue date:

Hearing date:

on

at o'clock

at (address)

## 6 Employment details (continued)

Debtor's place of work  
(if different from employer's address)

The debtor is employed as

Works No. / Pay Ref.

## 7 Other details

Give any other details about the debtor's  
circumstances which may be relevant to  
the application.

I apply for an attachment of earnings order

**I certify that the whole or part of any  
instalments due under the judgment  
or order have not been paid and the  
balance now due is as shown.**

Signed

Claimant (Claimants solicitor)

Date

### IMPORTANT

**You must tell the court immediately of any payments you receive after you have sent this request to the court**