

Application for an order to allow enforcement of a decision or ACAS conditional settlement (Form COT3) that requires permission to proceed

Name of court
Claim number
Applicant
Respondent

The applicant applies to enforce a

☐ decision

Dated / /

☐ settlement

Dated / /

(If settlement, go to section 1 - Applicants details)

and for an order that the respondent pay the costs of this application.

What is the name of the Tribunal that granted your award.

Give the reference number of your decision

Please give details of the legislation that allows you to enforce this decision

A copy of the decision or ACAS conditional settlement (Form COT3) is attached.

1. Applicant's details

Name of applicant

Applicant's address

Postcode

Telephone no.

Ref.

Email address

Address for service *(if different from opposite)*

Postcode

2. Respondent's details

Name of respondent

Respondent's address

Postcode

continued over the page ➞

3. The amount now owing and the costs claimed

The amount of the decision/settlement (*including costs*)

£

If your legislation allows you to claim interest on the amount award please complete this section.
You must show details of your calculations.

[Interest on

£

from

/ /

to

/ /

at

%

]

or

[As shown in the attached calculation]

£

sub-total

£

Less amount paid

£

Balance remaining unpaid

£

Court fee

£

Total now owing

£

ACAS conditional settlement (Form COT3)

I certify that

☐ I have ☐ the applicant has

complied with the terms contained in the notice of settlement.

By *(please give details - continue on a separate sheet if necessary)*

Condition 1

What was the condition attached to your settlement?

Please give details of how the condition has or has not been fulfilled?

Condition 2

What was the condition attached to your settlement?

Please give details of how the condition has or has not been fulfilled?

Declaration in ACAS matters

☐ I certify that a declaration that this sum would not be recoverable against the respondent under general law of contract has not been made and that no application for such a declaration is pending.

Statement of truth

☐ I believe ☐ The applicant believes

that the facts stated in this application are true.

Signed _____

Dated //

*(Applicant) (Litigation friend(*where applicant is a child or a Protected Party*)) (Applicant's solicitor)

**delete as appropriate*

Full name

Name of applicant's solicitor's firm

Position or office held

(if signing on behalf of firm or company)