

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 | <div><div></div><div></div></div> <div><div></div><div></div></div> <div><div></div><div></div><div></div><div></div></div> |
| 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) | |
| | TOTAL sum outstanding | |
| | (as at the date of this notice) | |

Please detail the expenses

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 |
|--|-------------------------|------------------|--|--|-------------------|
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Signature

Enforcement Agent

PRINT NAME

If you do not pay or do not agree a payment arrangement with the enforcement agent, the 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.