



**To the debtor**

**Taking control of goods notice**

The bailiff has taken control of your goods. This means you must **not** dispose of them as the court may have to take them and sell them at public auction.

**If you do not want the bailiff to remove your goods**

You can ask the bailiff **not** to remove your goods but you should sign the control of goods agreement below.

**If you pay the total money due**

Your goods will **not** be taken and you will not have to pay any more costs. You **must** pay the money to the bailiff (the address is shown on the front of this notice). When you pay any money you will be given a receipt.

**If your goods are removed**

- you will be given a list of the goods removed
- the goods will not be sold for at least 7 days (unless they are perishable)
- you will be given at least 7 days' notice of the date and place of the sale
- further fees may then be charged and will be added to the debt
- these fees could include the cost of removing your goods and the fees charged by the auctioneer

**When the goods are sold**

You will be given a detailed written account of the sale and distribution of the money.

**If the sale is stopped**

You will normally have to pay a fee and any expenses incurred in removing the goods or advertising the sale.

**Control of Goods agreement**

(request **not** to remove goods)

Please do not take my goods listed here:

I agree that until payment is made or the warrant withdrawn, I will:

- not remove or damage the goods or allow anyone to do so
- show this form to anyone who calls and tries to take these goods and I will tell you that they called; and
- **allow you to re-enter the premises at any time (and as often as you want) to see the goods or to complete the enforcement of this warrant**

Signed

Date

**If you have any questions about this warrant you should contact the court office**

**In the County Court at**

**Warrant of Delivery**

**To the bailiff at**

\_\_\_\_\_

\_\_\_\_\_

**Take notice** this warrant has been issued for execution at an address within the jurisdiction of your court office. You are therefore required to execute the said warrant.

**Date sent**

**Date received**



As the defendant has failed to return the goods and pay as ordered, you are now required to seize the goods listed here and to deliver them to the claimant. If the goods cannot be found you are forthwith take control of goods to the sum of £ \_\_\_\_\_ (balance of the assessed value of the goods) together with any damages and costs.

**Schedule of goods**

I acknowledge having received delivery of the goods described (with the exception of)

*(for the) claimant*

**Claim No.** \_\_\_\_\_

**Warrant number** \_\_\_\_\_  
\_\_\_\_\_

**Date applied for** \_\_\_\_\_  
**at** \_\_\_\_\_ **o'clock**

**CLAIMANT**

**Claimant (legal representative)'s address**

**Ref.** \_\_\_\_\_

**DEFENDANT(S)**

**Address(es) at which to take control of goods**

Balance of assessed value of goods
Damages and costs
Fee
Legal representative's costs
Land Registry fee
<b>Total amount</b> (goods not returned)
<b>Total amount</b> (goods returned)

**Amounts recovered or passed through:**

Date taken	Amount	Date taken	Amount