



# I wish to apply for my Certificate of Discharge from Bankruptcy

## What do I do?

### What is a Certificate of Discharge?

It is a certificate issued by the Bankruptcy Court which states the date from which you have been discharged from bankruptcy.

### When can I apply for my Certificate of Discharge?

Normally when you have been declared bankrupt, you have to wait one year from the date of the bankruptcy order.

### Where do I make my application?

If you were made bankrupt at the Royal Courts of Justice in the High Court then you should make your application to the High Court at the Rolls Building. If you were made bankrupt at the Royal Courts of Justice in the County Court then you should make your application to the Central London County Court sitting at the Thomas More Building. It is possible that your papers have been transferred to your local County court in which case the application should be made there.

### What form will I need?

You should fill in the form at the end of this leaflet. Make sure you complete every section and sign the form.

### What happens now I have completed the form?

Once you have completed this application form please return it to the court that made your original Bankruptcy Order.

Please find webpage to find contact details for court and tribunal venues. <https://www.gov.uk/find-court-tribunal>

### How much will it cost?

£22.00. Please make cheques or postal orders payable to 'HMCTS'.

## **What happens next?**

The court staff will ensure that the application is correctly completed and signed. They will also check the court file to verify that there are no reasons why the Certificate of Discharge should not be issued. The court will write to you if there is any further action you need to take. The form is then passed to the Official Receiver's Department for the staff there to process your application.

## **When will I receive my Certificate of Discharge?**

It is usual for you to get the Certificate of Discharge within three to four weeks of the court Office receiving the application.

# Application for a certificate of discharge

Case name

Case number

I wish to apply to the Registrar for a Certificate of Discharge on the grounds that I was made bankrupt on

Day

Month

Year

The appropriate time has expired and I am now discharged.

Current address

Previous address

Signed

Day

Month

Year