

# Application for suspension of a warrant and/or variation of an order

Read these notes carefully before completing the form.

- Tick the correct boxes and give as much information as you can. It will help the court make a fair decision about how much you can afford to pay if the claimant refuses your offer.
- If you do not complete all the details and sign the form, the court will not be able to deal with your application.
- The form will be sent to the claimant to consider your offer.
- The court will send you an order giving details of how and when to pay or will tell you when to come to court. You will be informed of the court's decision.
- You will have to pay a fee for your application. You can get details of the fee to pay and information about what to do if you cannot pay all or part of a fee from any county court office.

**I cannot pay the amount ordered and I wish to apply for**

- suspension of the warrant and/or**
- a reduction in the instalment order**

## 1 Personal details

**Surname**

**Forename**

Mr  Mrs  Miss  Ms

Married  Single  Other (specify)

**Age**

**Address**

Postcode

**Daytime telephone**

## 2 Dependants (people you look after financially)

Children (under 19)		Others (give details)
Age	Date of Birth	

(If more continue on a separate sheet)

<b>Name of court</b>	<b>Claim no.</b>
<b>Fee account no.</b> (if applicable)	<b>Help with Fees – Ref. no.</b> (if applicable)
	<b>H W F</b> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
<b>Warrant no.</b>	<b>Local no.</b>
<b>Claimant's name</b> (including ref.)	
<b>Defendant's name</b> (including ref.)	

## 3 Employment

**I am employed as a**

My employer is

Jobs other than main job (give details)

**I am self employed as a**

Annual turnover is .....  £

**I am not** in arrears with my national insurance contributions, income tax and VAT

**I am** in arrears and I owe .....  £

Give details of:

(a) contracts and other work in hand

(b) any sums due for work done

**I have been unemployed for**  years  months

**I am a pensioner**

## 4 Bank account and savings

**I have a bank account**

The account is in credit by  £

The account is overdrawn by  £

**I have a savings account or building society account**

The amount in the account is  £

## 5 Property

**I live in**  my own property  lodgings

jointly owned property  council property

rented property

## 6 Income

My usual take home pay <i>(including overtime, commission, bonuses etc.)</i>	£	per
Income support	£	per
Child benefit(s)	£	per
Other state benefit(s)	£	per
My pension(s)	£	per
Others living in my home give me	£	per
Other income <i>(give details below)</i>		
<input type="text"/>	£	per
<input type="text"/>	£	per
<input type="text"/>	£	per
<b>Total income</b>	£	per

## 8 Priority debts

*(This section is for arrears only. Do not include regular expenses listed in box 7)*

Rent arrears	£	per
Mortgage arrears	£	per
Council tax arrears	£	per
Water charge arrears	£	per
Fuel debts: Gas	£	per
Electricity	£	per
Other	£	per
Maintenance arrears	£	per
Others <i>(give details below)</i>		
<input type="text"/>	£	per
<input type="text"/>	£	per
<b>Total priority debts</b>	£	per

## 7 Expenses

*(Do not include any payments made by other members of the household out of their own income)*

I have regular expenses as follows:

Mortgage <i>(including second mortgage)</i>	£	per
Rent	£	per
Council tax	£	per
Gas	£	per
Electricity	£	per
Water charges	£	per
TV rental and licence	£	per
HP repayments	£	per
Mail order	£	per
Housekeeping, food, school meals	£	per
Travelling expenses	£	per
Children's clothing	£	per
Maintenance payments	£	per
Others <i>(not court orders or credit debts listed in boxes 9 and 10)</i>		
<input type="text"/>	£	per
<input type="text"/>	£	per
<input type="text"/>	£	per
<b>Total expenses</b>	£	per

## 9 Court orders

Court	Claim No.	£	per
<input type="text"/>	<input type="text"/>		
<b>Total court order instalments</b>		£	per

Of the payments above, I am behind with payments to *(please list)*

## 10 Credit debts

Loans and credit card debts *(please list)*

<input type="text"/>	£	per
<input type="text"/>	£	per
<input type="text"/>	£	per

Of the payments above, I am behind with payments to *(please list)*

## 11 Offer of Payment

*If you take away the totals of boxes 7, 8 and 9 and the payments you are making in box 10 from the total in box 6, you will get some idea of the sort of sum you should offer. The offer you make should be one you can afford.*

I can pay  £  a month

(and I enclose  £  )

I also enclose the fee of  £

## 12 Declaration

I declare that the details I have given above are true to the best of my knowledge

Signed

Date

**Please return your completed form to the court that made the order or warrant.**