## Click here to reset form

## Admission (unspecified amount, non-money and return of goods claims)

- Before completing this form please read the notes for guidance attached to the claim form. If necessary provide details on a separate sheet, add the claim number and attach it to this form.
- If you are not an individual, you should ensure that you provide sufficient details about the assets and liabilities of your firm, company or corporation to support any offer of payment made.

In non-money claims only
$\square$ I admit liability for the whole claim
(Complete section 11)
In return of goods cases only
Are the goods still in your possession?
Yes
$\square$ No
Part A Response to claim (tick one box only)
$\square$ I admit liability for the whole claim but want the court to decide the amount I should pay / value of the goods
OR
$\square$ I admit liability for the claim and offer to pay in satisfaction of the claim
(Complete part B and sections 1-11)
Part B How are you going to pay the amount you have admitted? (tick one box only)I offer to pay on (date)
OR
$\square$ I cannot pay the amount immediately because (state reason)
$\square$

## AND

I offer to pay by instalments of $£$
per (week)(month)
starting (date) $\square$
1 Personal details


Date of birth


Address


Tel. no.

## In the

Claim No.
Claimant
(including ref.)
Defendant

2 Dependants (people you look after financially)
Number of children in each age group


Other dependants (give details)

## 3 Employment

$\square$ I am employed as a My employer is

Jobs other than main job (give details)
$\square$ I am self employed as a
Annual turnover is


I am not in arrears with my national insurance contributions, income tax and VATI am in arrears and I owe
£ $\square$
Give details of:
(a) contracts and other work in hand
(b) any sums due for work done $\square$
$\square$ I have been unemployed for
 months $\square$ I am a pensioner

## 4 Bank account and savings

$\square$ I have a bank account
$\square$ The account is in credit by........ £
$\square$ The account is overdrawn by.... $£$
$\square$ I have a savings or building society account
The amount in the account is $\qquad$ £


5 Residence
I live inmy own propertylodgingsjointly owned house $\square$ $\square$ rented property $\square$ council accommodation

## 6 Income

| My usual take home pay (including <br> overtime, commission, bonuses etc) | $£$ | 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 (give details below) |  |  |
| $£$ | per |  |
| Total income | $£$ | 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:

| Mortgate (including second mortgage) | £ | 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 (not court orders or credit debts listed in sections 9 and 10) |  |  |
|  | £ | per |
|  | £ | per |
|  | £ | per |
| Total expenses | £ | per |

8 Priority debts regular expenses listed in section 7)

Rent arrears
Mortgage arrears
Council tax/Community Charge arrears
Water charges arrears
Fuel debts: Gas
Electricit
Other

Maintenance arrears
Others (give details below)

|  | $£$ <br> $£$ | per <br> per |
| :---: | :--- | :--- |
| Total priority debts | $£$ | per |
|  |  |  |

## 9 Court orders

| Court Claim No. | $£$ | per |  |
| :--- | :---: | :---: | :---: |
|  |  |  |  |
| Total court order instalments | $£$ | per |  |
|  |  |  |  |

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

## 10 Credit debts

Loans and credit card debts (please list)

|  | $£$ | per |
| :--- | :--- | :--- |
|  | $£$ | per |
|  | $£$ | per |

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

11 Declaration
$\square$

Position or office held
(if signing on behalf of firm or company)

