

IN THE

COUNTY COURT

Claim no.

IN THE MATTER OF AN APPLICATION FOR A TIME ORDER

Between \_\_\_\_\_ Applicant  
*(Insert your full name in block capitals)*

and \_\_\_\_\_ Respondent  
*(insert the full name in block capitals of the company to whom you make your payments)*

1. I *(Name)* \_\_\_\_\_

Of *(Address)* \_\_\_\_\_

apply to the court for a time order

2. The following are the details of the regulated agreement in respect of which I am asking for a time order.

a. The agreement is dated \_\_\_\_\_

and the reference number is \_\_\_\_\_

b. The names and addresses of the other parties to the agreement are:

c. The name and address of the person (if any) who acted as surety

is \_\_\_\_\_

of \_\_\_\_\_

d. *(Delete if not applicable)* The rights and duties of the party named \_\_\_\_\_

at b. above passed to the respondent on \_\_\_\_\_ when *(here give the reasons why you now regard the respondent as your creditor)*

His address is \_\_\_\_\_

e. I signed the agreement at *(here give the address of the shop or other place where you signed the agreement)*

f. I agreed to pay instalments of £ \_\_\_\_\_ a week  a month

g.  The unpaid balance due under the agreement is £ \_\_\_\_\_

or  I do not know the unpaid balance

h.  I am £ \_\_\_\_\_ in arrear with my payments.

or  I do not know how much the arrears are.

i. On \_\_\_\_\_ the Respondent served on me:

- a default notice
- a notice given under section 76(1)
- a notice given under section 98(1)

or I attach a copy of the notice which the Respondent served on me on \_\_\_\_\_

j. *You should complete this section if you are applying for time to pay, if not cross it out.*

My proposals for payment are £ \_\_\_\_\_

to clear the arrears (if any) and then by instalments of £ \_\_\_\_\_

k. *You should complete this section if you have failed to comply with the agreement in any other respect.*

I am in breach of the following provisions of the agreement:

And my proposals for remedying the breach(es) are as follows:

**3. I have answered the questions about my financial circumstances set out in the schedule to this application.**

\_\_\_\_\_

**4. The names and addresses of the persons to be served with this application are:** *(You must include any sureties)*

\_\_\_\_\_

**5. My address for service is:**

\_\_\_\_\_

**6. Signed** \_\_\_\_\_

(Solicitor for the) Applicant.

**Dated** \_\_\_\_\_