

Number of documents attached



Direct Bailiff Services Ltd, The Whitehouse, Greenalls Avenue, Wilderspool Business Park, Warrington, WA4 6HL
Tel: 0845 241 5005 Fax: 0845 241 5006 Web: www.dbsdebtrecovery.com Email: info@dbsdebtrecovery.com

Debt Recovery

Defaulter Details

Title Surname Forename DOB

Trading As

Address Telephone
Fax

Attached Info Statement of Arrears Copy Tenancy/Service Agreement Additional Supportive Information

Type Of Business

Limited Company Sole Trader Partnership Individual

Remittance Details

Amount Overdue Invoice Payable to
Interest/Bank Charges Cheques Payable to
Total Amount to Collect Reason for non-payment

Notes: 1. Remittance pay-overs will be made twice monthly.
2. Commission & fees will be deducted from proceeds recovered upon receipt.

Client Details

Your Company Name Your Reference
Your Address Your Phone
Your Fax
Invoices Payable to

** This form must be signed*

Signature
Print Name Date

Direct Bailiff Services Ltd

Registered in England & Wales. Reg. Office: St Crispin House, St Crispin Way, Haslingden, Rossendale, Lancashire, BB4 4PW
Company Ref. No, 4339300 - VAT No. 812 8141 53