Application to enforce an ACAS settlement (Form COT3) and request a Writ of Fieri Facias

Croydon County Court
Claim number (To be completed by the court)
Applicant
Respondent

The applicant applies to enforce an ACAS settlement in form COT3 dated ☐☐/☐☐/☐☐☐☐

Please attach the original award to this application.

1. Applicant's details

Name of applicant

Applicant's address

Postcode ☐☐☐☐ ☐☐☐☐

Telephone no.

Ref.

Email address

Address for service *(if different from above)*

Postcode ☐☐☐☐ ☐☐☐☐

2. Respondent's details

Name of respondent

Respondent's address

Postcode ☐☐☐☐ ☐☐☐☐

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3. The amount now owing and the costs claimed

The amount of the award including costs £

To claim interest on the award please complete this section.
You must show details of your calculations.

[Interest on £ (as per the amount above)

from ☐☐/☐☐/☐☐☐☐ to date of enforcement

at 8%]

or

[As shown in the attached calculation] £

sub-total £

Solicitor's costs £

Less amount paid £

Total now owing £

4. Declaration in ACAS matters

I certify that a declaration that this sum would not be recoverable against the respondent under the general law of contract has not been made and that no application for any such declaration is pending.

5. Requests

I request that the award be filed with the county court for enforcement and that an order be made for its enforcement in the High Court by Writ of Fieri Facias.

I intend to enforce the award by execution against goods in the High Court and require a certificate for that purpose.

6. Statement of truth

☐ I believe ☐ The applicant believes

that the facts stated in this application are true and to (my own) (the applicant's) knowledge there are no applications or other procedures pending.

Signed _____ Dated ☐☐/☐☐/☐☐☐☐

*(Applicant) (Litigation friend *(where applicant is a child or a Protected Party)*) (Applicant's solicitor or solicitor's agent)

**delete as appropriate*

Full name

Name of applicant's solicitor's firm

Position or office held

(if signing on behalf of firm or company)

7. To be certified by the court *(for court use only)*

I certify that the award, the original of which is attached, has been filed at the court and order enforcement in the High Court by Writ of Fieri Facias.

Dated ☐☐/☐☐/☐☐☐☐

Seal

An Officer of the Court

Please Note:

The award has been sent to the High Court for enforcement by Writ of Fieri Facias **only**.

The award **has not been transferred** to the High Court. Applications for other methods of enforcement or ancillary applications **must** be made to the county court in which the award was filed, unless it has since been transferred to a different court, in which case it must be made to that court.

8. Request for Writ of Fieri Facias

In the High Court of Justice

Queen's Bench Division

(Sent from the Croydon County Court by

Certificate dated the ___ day of _____)

High Court Enforcement Number

County Court Claim Number

Address of (Debtor)

Seal a Writ of Fieri Facias directed to:
Peter Nobel Watt
an enforcement officer authorised to enforce writs of execution from the High Court.

against

for:

A. the sum of:

(a) debt	**£**
(b) costs and interest	**£**
(c) Subsequent costs *(if any)*	**£**

B. and interest thereon at 8% per annum from the date of transfer and costs of execution.

Signed

Address for service

The Sheriffs Office
Croydon 41
DX 156870

Date ☐☐/☐☐/☐☐☐☐