



HMCTS Kent, Surrey and Sussex Enforcement Centre

Code 2950

Enforcement Team Contact Details

Phone: 01622 680070 Email: KE-KSSEnforcement@justice.gov.uk

Post: PO Box 1288, Maidstone ME14 9PG

REGISTERED SCHEME ADMINISTRATORS
LIMITED

UNIT 12, VENTURE WALES
MERTHYR TYDFIL INDUSTRIAL PARK
PENTREBACH
MERTHYR TYDFIL
CF48 4DR

PRIVATE & CONFIDENTIAL - FAO Payroll

Division: 126

Account number: **18052291J BM**

PRIORITY

Attachment of earnings order - Fines

Employee: **Mr BARRY ANDREWS**
26 NEW COURT
ADDLESTONE
SURREY
KT15 2EE

Payroll/works number or occupation:

NA038087C

National insurance number:

NA038087C

Money owed: **£2,740.23**

Order

The court has ordered you to make deductions **in accordance with the attached deductions table** from the employee's net earnings until the money owed has been paid. You must pay those amounts to the address above. Please see 'How to Pay' overleaf for instructions on making payments.

This is a **priority** order. You must pay it before any order for a judgment debt or administration order even if those orders were made before this one.

The first deduction must be made as soon as practicable after receipt of this order. Each payment must be received by the court office as soon as it has been deducted. You may also deduct £1 from your employee's earnings to cover the administrative costs of operating this order. You must inform your employee in writing about each deduction (including the deduction for your costs) as soon as possible after making the deduction.

If the named employee does not work for you, or stops working for you, you must tell the court office in writing, within 10 days.

Warning

If you do not comply with this order you will commit an offence punishable by a fine.

Date: 22 June 2021

Designated Officer

Mr BARRY ANDREWS

23 June 2021/AEOF_46_0/59276.116/1

How to pay

- By Phone:

Payments can be made 24 hours per day using credit or debit card (Visa, Mastercard or Maestro) by telephoning **0300 790 9901**

You will need to have the Division number **126** and Account number **18052291J BM**

NOTE: Upon completion of your payment you will be given an authorisation number. You should keep this as proof of payment along with the date and amount paid. The court will not issue you with a receipt.

- On Line at:

www.gov.uk/pay-court-fine-online

You will need to have the Division number **126** and Account number **18052291J BM**

- By Post:

By cheque made payable to 'HMCTS' sent to the court address overleaf, quoting the Account Number **18052291J BM** on the back of the cheque.

- By BACS Transfer:

By BACS transfer to the court's bank account, using the information below:

Bank:	NatWest
Sort Code:	560033
Bank Account:	27049116
Payment Reference:	18052291J BM

Deductions to be made under an Attachment of Earnings Order

Table A Deductions from weekly earnings	
(1) Attachable earnings	(2) Percentage deductions rate
Not exceeding £55	0 %
Exceeding £55 but not exceeding £100	3 %
Exceeding £100 but not exceeding £135	5 %
Exceeding £135 but not exceeding £165	7 %
Exceeding £165 but not exceeding £260	12 %
Exceeding £260 but not exceeding £370	17 %
Exceeding £370	17 % in respect of the first £370 and 50 % in respect of the remainder

Table B Deductions from monthly earnings	
(1) Attachable earnings	(2) Percentage deductions rate
Not exceeding £220	0 %
Exceeding £220 but not exceeding £400	3 %
Exceeding £400 but not exceeding £540	5 %
Exceeding £540 but not exceeding £660	7 %
Exceeding £660 but not exceeding £1040	12 %
Exceeding £1040 but not exceeding £1480	17 %
Exceeding £1480	17 % in respect of the first £1480 and 50 % in respect of the remainder

Table C Deductions from daily earnings	
(1) Attachable earnings	(2) Percentage deductions rate
Not exceeding £8	0 %
Exceeding £8 but not exceeding £15	3 %
Exceeding £15 but not exceeding £20	5 %
Exceeding £20 but not exceeding £24	7 %
Exceeding £24 but not exceeding £38	12 %
Exceeding £38 but not exceeding £53	17 %
Exceeding £53	17 % in respect of the first £53 and 50 % in respect of the remainder

The rules governing the sums to be deducted by an employer under an attachment of earnings order on any pay-day are set out in the Fines Collection Regulations 2006.

For more information see leaflet 'Attachment Orders - A guide for employers'. available on the link below:

http://hmctsformfinder.justice.gov.uk/HMCTS/GetLeaflet.do?court_leaflets_id=15



HM Courts &
Tribunals Service

Attachment of Earnings Order – Fines

Please read all information below before enacting this order

Special Instructions for Employer

The **Fine Account Number** shown on the enclosed attachment order **MUST** be quoted when sending payment:

Please **do not** send payments with **National Insurance Numbers** as a reference as we are unable to identify accounts using N.I. Number. This may result in the account being subject to further enforcement as we cannot allocate payment.

If you have an Attachment of Earnings Order already in place for the account reference shown, please treat this as an AMENDED ORDER. The balance on this order will be the full amount outstanding including the balance remaining from the original order. If you still require assistance, please contact the Enforcement Office on **01622 680070** or by email at **ke-kssenforcement@justice.gov.uk**

PLEASE DO NOT SEND ANY PAYMENTS TO THE ADDRESS ON THE TOP RIGHT HAND CORNER OF THE ATTACHMENT OF EARNINGS ORDER

How to pay

Full information on how you can pay this order is specified on under the "How to pay" part of the enclosed order

Important Information for making payments via BACS

HM Courts & Tribunals Service preferred method of payment is via (BACS). Bank Account details relating to the individual court is found on the enclosed order. When making payments, please ensure that these remain separate as per attached order. If you are making multiple payments please forward a remittance advice outlining the employee's fine account reference numbers you are making deductions under, along with the total amount of the transfer to the office that processes payments.

Failure to do this may mean we are unable to identify the payments and allocate them to the correct accounts and this may lead to further enforcement action being taken against your employee.

The Payment office is – South East Central Finance Unit

Kent, Surrey & Sussex

Bayley House, Sish Lane

Stevenage, Hertfordshire

SG1 3SS

Tel – 01438 344498

(lines open 9am – 4pm Monday to Friday except bank holidays)

E-mail – secfu@justice.gov.uk

WHERE POSSIBLE, YOUR REMITTANCE ADVICE SHOULD BE SENT 2 DAYS BEFORE THE ACTUAL PAYMENT DATE

21.04.2021