



# Enforcing Judgments

## Mendelsons Fixed Price Fully Inclusive Legal Solutions.

### ACTION FORM

**New South Wales**

- \* Writ of Execution
- \* Garnishee
- \* Examination Notice
- \* Bankruptcy

**YOUR INFORMATION** (For first time clients)

|  |                |                |              |
|--|----------------|----------------|--------------|
| Full name(s) if an individual or company name if a company or name of trustee, if a trust: | .....<br>..... |                |              |
| Address:   | .....          | State:.....    | P/Code:..... |
| Contact Person and position:   | Name:.....     | Position:..... |              |
| Contact Details:   | .....          | .....          | .....        |
| If you are a corporation your ACN or ABN:  | .....          |                |              |

**DETAILS OF THE PERSON OR COMPANY YOU HAVE THE JUDGMENT AGAINST ('DEFENDANT')**

|                                     |  |             |              |
|-------------------------------------|--|-------------|--------------|
| Full name of individual or company: | .....<br>.....If a company, ACN:.....                          |             |              |
| Contact Person:                     | Mr <input type="checkbox"/> Mrs <input type="checkbox"/> ..... |             |              |
| Contact Details:                    | .....  | .....       | .....        |
| Address:                            | .....  | State:..... | P/Code:..... |

**AMOUNT OWED TO YOU**

|   |                         |  |
|---|-------------------------|--|
| Original judgment amount                              | \$.....                 |  |
| Less total payments received:                         | \$.....                 |  |
| Amount Owing:   | \$.....                 |  |
| Further relevant information and additional comments: | .....<br>.....<br>..... |  |

**YOUR ACTION TO DATE**

|   |                             |                              |   |
|---|-----------------------------|------------------------------|---|
| Has there been any correspondence with the Defendant? | No <input type="checkbox"/> | Yes <input type="checkbox"/> | If Yes, summarize:.....<br>.....<br>..... |
|---|-----------------------------|------------------------------|---|

**YOUR DOCUMENTS**

|  |                |
|--|----------------|
| Please provide copies of the following documents | Judgment Order |
|--|----------------|

**ENFORCEMENT ACTION TO BE TAKEN** *(tick one only)*

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | <b>Writ of Execution</b><br>Address the Sheriff is to be sent to <i>(must be in New South Wales)</i> .<br>..... P/Code: .....  |
| <input type="checkbox"/> | <b>Garnishee</b><br>Debtor's occupation: .....<br>Name of employer (must be in New South Wales): .....<br>Address of employer: ..... P/Code: .....                                   |
| <input type="checkbox"/> | <b>Examination Notice</b><br>Home address of debtor: .....P/Code: .....<br><i>(New South Wales address must be confirmed, as documents must be served personally on the debtor).</i> |
| <input type="checkbox"/> | <b>Bankruptcy</b><br>Home address of debtor: .....P/Code: .....<br><i>(Address must be confirmed, as documents must be served personally on the debtor).</i>                         |

Sign:...../...../20.....

Your name:.....

Email:..... Phone:..... Mobile:.....

Your position *(tick one box only)*  
 Principal  Director  Employee

**TO PROCEED IS SIMPLE**

1. Complete this form.
2. Post, fax or email to Mendelsons Lawyers  
 Private Bag 6, Mitcham, 3132  
 Fax: (03) 9872 4757  
 Email: legal@mendelsons.com.au

**NO NEED TO PAY NOW**  
 We will email a tax invoice to you.  
**You are committed only after you have paid.**

**NEW SOUTH WALES ENFORCEMENT NOTES**

There are separate detailed, Mendelsons Fixed Price Fully Inclusive notes for:

|                          |   |                           |
|--------------------------|---|---------------------------|
| <b>Writ of Execution</b> | <b>Garnishee</b>  | <b>Examination Notice</b> |
| <b>Bankruptcy</b>        | Where you have a Judgment exceeding \$5,000   |                           |
| <b>Company Wind-Up</b>   | For undisputed debts owing by companies over \$2,000 or for judgments against companies for any amount. |                           |