

DEBT RECOVERY INFORMATION FORM

Creditor Information

Company Name	
Company Address	

Debtor Information

Name		
Address		
Description of Goods Supplied		
Date/s of Supply of Goods		
Date of Invoice/s Rendered (Copies of these must accompany this form)	Date	Amount
Total Amount Owing	£	
Details of Payment Received	Date	Amount

Amount Outstanding to Date	£	

Important

All correspondence between the Creditor and the Debtor Company relating to any potential dispute as to payment must accompany this form.

PLEASE COMPLETE THE DECLARATION BELOW

I confirm that I have read the debt recovery information pages on the Barnes Marsland web site/have been provided with Barnes Marsland's Debt Recovery Package and am fully aware of the steps available to take and the cost which will depend on how I wish to proceed.

Signed.....

Position.....

Date.....