**In the Family Court No: [*Case number*]**



**sitting at [*Court name*]**

**[The Attachment of Earnings Act 1971] /**

**[The Matrimonial Causes Act 1973] /**

**[The Civil Partnership Act 2004] /**

**[Schedule 1 Children Act 1989]**

**(Delete as appropriate)**

**The** **[Marriage] /** **[Relationship] /** **[Family] of [*applicant name*] and [*respondent name*]**

**(Adapt as necessary)**

After hearing [*name the advocate(s) who appeared*]

After consideration of the documents lodged by the parties

**(In the case of an order made without notice)** After reading the statements and hearing the witnesses specified in para [*para number*] of the Recitals below

**ATTACHMENT OF EARNINGS ORDER MADE BY [*NAME OF JUDGE*] ON [*DATE*] SITTING IN [OPEN COURT] / [PRIVATE]**

**(Delete as appropriate)**

**The parties and persons bound by this order**

1. The applicant is [*applicant name*]

The respondent is [*respondent name*]

1. The employer to whom this Order is directed is [*name*] whose address is [*insert*].

**Recitals**

1. The respondent who is employed by you at [*company and address*] as a [*job title/description of occupation*] [**(if known)** works no. [*insert*]] / [pay ref [*insert*]] is required to make [a lump sum payment of £[*amount*]] / [periodical payments of £[*amount*]] under a maintenance order made by this court on [*date*].
2. The court has made an attachment of earnings order and earnings are payable by you to the respondent.

**IT IS ORDERED THAT:-**

1. You [*name*] must make periodical deductions out of the respondent’s earnings in accordance with Schedule 3 to the Attachment of Earnings Act 1971 until [*date*] / [£[*amount*], the amount payable under judgment, has been paid].
2. For the purpose of calculating the deductions the normal deduction rate is £[*amount*] per [week] / [month] and the protected rate of earnings is £[*amount*] per [week] / [month].
3. And you [*name*] must pay the sums deducted into the office of this court as and when the deductions are made (or at monthly intervals) until further notice.

Dated [*date*]

**TAKE NOTICE**

**To the respondent**

This is a copy of an attachment of earnings order sent to your employer. If you change your employer, you must notify the court in writing within seven days giving the following details:

* The name and address of your new employer (and the pay office if different)
* Your new rate of pay
* Your works number and/or pay reference
* The court case number

**IF YOU DO NOT DO WHAT THIS NOTICE TELLS YOU, YOU MAY BE FINED OR IMPRISONED OR BOTH**

Respondent’s address is [*respondent address*]