



Anglia Bailiffs
 Fortress House, 301 High Road, Benfleet, Essex,
 SS7 5HA
Tel: 0800 689 1093
E-mail: info@angliabailiffs.co.uk
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**INSTRUCTION TO TRANSFER UP AND ENFORCE A COUNTY COURT ORDER OF
 POSSESSION BY WRIT OF POSSESSION**

INSTRUCTION FORM

REF: _____

Company Name: _____

Contact Name: _____

Address: _____

Postcode: _____

Email: _____

Telephone: _____ Mobile: _____

Your Ref: _____

AUTHORISATION

I authorise Anglia Bailiff Services to obtain (if applicable) and enforce a High Court Writ of Possession:

Court Claim Number: _____

DETAILS OF THE LANDLORD OR AGENT WHO WILL BE PRESENT ONSITE:

Contact Name: _____

Contact Company: _____

Telephone: _____ Email: _____

Please indicate your preferred day and time for the eviction to take place:

MON TUE WED THUR FRI SAT SUN MORNING AFTERNOON EVENING

ADDITIONAL INFORMATION

Location of trespassers/ occupiers: Land Residential Commercial

Status of trespassers/ occupiers: Squatters Protesters Tenants Trespassers Mortgagers

How many trespassers/ occupants are present? (over 16 years and over): _____



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If on land, how many vehicles/caravans are present: _____

How many of the following are on site: Entrances:_____ Floors:_____ Rooms:_____ Animals:_____

Method of entry/locksmiths will be arranged (unless otherwise specified). If applicable, please provide details of any electronic doors/gates or shutters:

Are there any children (under the age of 16) animals or hazardous materials at the address (if yes please provide further details):

Does the defendant have any previous convictions: YES NO

Has the defendant ever used any form of violence or threatening behaviour: YES NO

Police Log/Incident Number: _____

Please provide any further information that may be relevant or useful:

Have any provisions been made to secure and/or sanitise the property or land upon vacant possession to avoid repeat costs/hazards, if yes please provide details:

*By submitting this authorisation, you hereby agree to the terms and conditions as laid out on our website.
Terms and conditions are available to view at www.angliabailiffs.co.uk/terms-and-conditions.*

Signed: _____ Date: / / (day/month/year)