

Form 3: Application to Pay by Instalments

[Rule 8.14(1)]

(Heading as in Form 6)

The Applicant, _____ AB. (full names), of _____ (full address)
owes the claimant the amount of \$ claimed on the claim form and cannot pay the
amount in one lump sum.

The Applicant applies to the court for an order to pay the amount due by instalments of \$ per
week/month and provides the following information:

1. Marital status: Married single other (specify)
2. Age:
3. Dependants: Children: _____ (state names and ages)
4. Other Dependants _____ (state names and give details)
5. If employed state nature of employment and name and address of employer
6. If self-employed, give particulars of annual receipts of the business
7. Give details of any job other than main job
8. Give details of -
 - (a) contracts and other work in hand and
 - (b) any sums due for work done
9. If unemployed, say how long unemployed
10. Pensioner: Yes/No
11. List cash assets
12. I live - in my own property jointly owned property rented property
lodgings other (specify)
 - (a) My usual take home pay is; or \$
 - (b) My pension is \$
 - (c) Other income \$
 - Total Income \$

13. My regular expenses are as follows:

(a) Mortgage	\$
(b) Rent	\$
(c) Electricity	\$
(d) Water	\$
(e) Cooking gas	\$
(f) Telephone	\$
(g) Hire Purchase repayments	\$
(h) Food	\$
(i) School fees	\$
(j) Travelling expenses	\$
(k) Children's clothing	\$
(l) Maintenance payments	\$
(m) Others (do not include court orders and debts listed in 14, 15 and 16)	\$
.....	\$
.....	\$
.....	\$
.....	\$
Total expenses	\$

14. I am in arrears as follows:

(a) Rent arrears	\$
(b) Mortgage arrears	\$
(c) Water arrears	\$
(d) Electricity arrears	\$
(e) Telephone arrears	\$
(f) Maintenance arrears	\$
(g) Others	\$
.....	\$
.....	\$
.....	\$
Total arrears	\$