



# Statement of income and expenditure

Please return this form and any relevant supporting documentation to:

**The Sheriffs Office,**  
Vaughan Thomas House  
141 Walter Road, Swansea SA1 5RW  
E: [enforcement@thesheriffsoffice.com](mailto:enforcement@thesheriffsoffice.com)

\*Required fields

## OUR REFERENCE

The Sheriffs Office reference number

## YOUR DETAILS

Title\*                      First name\*

Surname\*

Date of birth:

/                      /                      (day/month/year)

Address\*

Town / city\*

County\*

Postcode\*

Home phone number

Mobile phone number

Email address

Number of adults in household

Number of children in household (under 16)

Vehicle registration number

Vehicle make and model

Please inform us if your details change in as we will use this information to contact you should this be necessary.

## YOUR EMPLOYMENT DETAILS

National Insurance number

Employer's name

Employer's phone number

Employer address

Town / city

County

Postcode

## MONTHLY INCOME

Your salary

Amount (£)

Date received (day/month/year)

/                      /

Combined household income

Amount (£)

Date received (day/month/year)

/                      /

Universal credit

Amount (£)

Date received (day/month/year)

/                      /

Housing benefit

Amount (£)

Date received (day/month/year)

/                      /

Child benefit

Amount (£)

Date received (day/month/year)

/                      /

Pension

Amount (£)

Date received (day/month/year)

/                      /

Disability allowance

Amount (£)

Date received (day/month/year)

/                      /





### MONTHLY OUTGOINGS CONT

Landline telephone  
Amount (£)                                      Arrears (£)

TV/ broadband package  
Amount (£)                                      Arrears (£)

TV license  
Amount (£)                                      Arrears (£)

Court fines  
Amount (£)                                      Arrears (£)

Insurances  
Amount (£)                                      Arrears (£)

Clothing  
Amount (£)                                      Arrears (£)

Other  
Amount (£)                                      Arrears (£)

Please provide details

Total monthly outgoings  
Amount (£)

Arrears (£)

### MONTHLY FINANCE OUTGOINGS

Vehicle finance provider  
Amount (£)                                      Arrears (£)

Credit card provider  
Amount (£)                                      Arrears (£)

Please provide credit card provider details

Personal loans  
Amount (£)                                      Arrears (£)

Hire purchase  
Amount (£)                                      Arrears (£)

Catalogues  
Amount (£)                                      Arrears (£)

Other  
Amount (£)                                      Arrears (£)

Please provide details

Total monthly finance outgoings  
Amount (£)

Arrears (£)



### ADDITIONAL INFORMATION

Please add any additional information

### PAYMENT METHODS

For further details on our available payment methods, please visit <https://www.thesheriffsoffice.com/pay-online>

### FREE ADVICE

You can seek free advice and information from:

#### Citizen Advice

Wales : 03444 772020

England: 03444 111 444

[www.citizensadvice.org.uk](http://www.citizensadvice.org.uk)

#### AdviceUK

[www.adviceuk.org.uk/find-a-member](http://www.adviceuk.org.uk/find-a-member)

#### Money Advice Services

0300 500500

[www.moneyadviceservice.org.uk](http://www.moneyadviceservice.org.uk)

#### Gov.uk

[www.gov.uk](http://www.gov.uk)

### DECLARATION

This is an accurate record of my/our financial position.

By submitting this form, I confirm that I agree to the information provided being shared with your instructing client solely for the purposes of managing this case.

Signature\*

Date

I propose to pay

Select one

per week

per month

Commencing (day/month/year)

/

/

(First payment date)