

Transfer up form

Firstly, thanks for choosing Marston High Court to transfer up your Writ for enforcement by our client services team. If you have any questions, please don't hesitate to contact us to discuss your requirements.

More details can be found on our [website](#) or by calling Marston Legal Services Limited on 0330 135 8929

Required fields*

All fields marked with * are required fields and must be completed for your application to be successful.

Wherever possible please add in as much detail as possible, including alternate addresses for the debtors. This information can be vital in ensuring efficient and successful Enforcement.

Your information

Your name and/or firm *

Address *

Address line 2

Address line 3

Postcode *

DX

Tel

Bank details *

Account Number –
Sort code –

Email address/es (correspondence and remittance)

Reference number *

Contact name *

Creditor information

Judgment creditor *

Address *

Address line 2

Address line 3

Postcode *

Telephone

Creditors email address

Debtor information

Judgment debtor *

Address *

Address line 2

Address line 3

Postcode *

Telephone number

Mobile number

Email

Court case details

Issue County Court *

Claim number *

Date of judgment *

Judgment debt (before fixed costs) (£) *

Judgment cost (£) *

Additional assessed costs (£) (if any)

Date of award of additional assessed costs

Total interest accrued (£)

Interest rate (%)

Total of credits - payments received since judgment (£)

Total due at today's date (£) *

Please include any additional instructions below:

Including any information such as further addresses to attend at and details of any specific asset of debtor, etc.

Terms and conditions

In order to submit your application, you must read and agree to the following terms and conditions (please tick all):

- | | |
|---|---|
| <input type="checkbox"/> I authorise Marston Holdings Limited to apply to transfer the attached judgment to the High Court for enforcement and authorise Marston Legal Services Limited ABS to | <input type="checkbox"/> I authorise the County Court to return the completed N293a direct to Marston Legal Services Limited ABS and / or to correspond directly with Marston Legal Services Limited ABS regarding my application * |
| <input type="checkbox"/> I request that the writ be issued to an Authorised High Court Enforcement Officer within the Marston Group.* | <input type="checkbox"/> I confirm that the judgment is not based upon a Regulated Agreement under the Consumer Credit Act 1974.* |
| <input type="checkbox"/> I authorise Marston Legal Services Limited ABS to sign any court form necessary for the purpose of enforcing my judgment including County Court Form N293a or any Statement of Truth required in support of my application to enforce my judgment. * | <input type="checkbox"/> I confirm that the details given are correct, and accept any responsibility for information given which proves to be incorrect. * |

Please confirm the following before signing and sending your request

- I have included a cheque for £71.00 made payable to "Her Majesty's Courts & Tribunals Service" or "HMCTS"
- Please supply a preferred email address for correspondence

Signature

Date

Position

Print and send:

To submit your request please return the completed form and cheque to:

FAO – Transfer up department

Marston Legal Services Limited - 148 Great Charles Street- Queensway -Birmingham – B3 3HT

[Click here to print form](#)

The UK Money Laundering Regulations 2017 require us to undertake Customer Due Diligence on all of our clients and to keep this information up to date. To enable us to complete our checks, please provide the following information. We cannot proceed any further with your instructions until we have received the appropriate documentation.

Type of Client:	Documents required:	
Companies	<ol style="list-style-type: none"> 1. Certified copy of a director's photo colour ID – e.g. Passport or driving licence. 2. Companies House check 	
Solicitors acting as the legal representative	Claimant is a BUSINESS	Claimant is an INDIVIDUAL
	<ol style="list-style-type: none"> 1. Notice of Acting 2. Certified colour copy of a director's photo ID passport/driving licence 3. Companies House registration 4. Judgment Order 	<ol style="list-style-type: none"> 1. Notice of Acting. 2. Certified colour copy of the photo ID being passport/driving licence 3. A utility bill/bank statement no more than 3 months old from the date we are instructed. 4. Judgment Order.
Individuals	<ol style="list-style-type: none"> 1. Certified colour copy photo ID passport/driving licence 2. Judgment Order 3. A utility bill no more than 3 months old from the date we are instructed. 	
Foreign Judgments	<ol style="list-style-type: none"> 1. Foreign Judgment certified 2. Translated Judgment certified 3. Colour Photo ID of the Claimant passport certified. 4. Notice of acting 5. Certification of incorporation 	

Details of how to certify your documents can be found at [Certifying a document - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/certifying-a-document)

The document must be certified by a professional person or someone well-respected in your community ('of good standing'). The certified document must state 'Certified to be a true copy of the original seen by me' on the document.

It must be signed and dated with their name under the signature, along with their occupation, address and telephone number.