



Enforcement of Judgments Office

Advice for Customers

serving
the community
through the
administration
of justice

Northern Ireland Court Service
www.courtsni.gov.uk

Enforcement of Judgments Office

Has a judgment been awarded against you?

What should I do now?

1. You should contact the person you owe the money to as soon as possible and either pay the debt in full or reach a suitable arrangement.
2. The person you owe the money to may seek to enforce the judgment through the Enforcement of Judgments Office.

This will result in the following things –

- Costs and expenses will be added to the original amount of money (can be up to several hundred pounds).
- Your assets and earnings will be assessed and action taken to ensure payment of the amount recoverable.
- Your name and address can be placed on the judgments register and can be accessed by the public for up to 12 years.

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- This will affect your credit rating.

Help and advice

The following bodies may be able to provide free advice.

Citizens Advice Bureau

- Tel: 028 9023 1120

Advice NI

- Tel: 028 9064 5919

Trading Standards

- Tel: 028 9025 3900

Do you wish to enforce a court order/decree?

What should I do now?

- 1 .Obtain a true copy of your court order/decree from the courthouse (contact the courthouse for details).
 - 2 .If you do not receive payment from the person who owes you money after a reasonable time (normally 2 weeks) you can contact us at the Enforcement Of Judgments Office.
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3 . Please check to see if there has been a Stay of Enforcement placed on the decree (a Stay of Enforcement is a condition set by the judge on the day of the hearing, eg: the Judge may have granted a stay of enforcement of the decree provided that the debtor pays an agreed amount per week) as you will have to have this removed before enforcing the judgment (contact courthouse for details).

What can the E.J.O. do for me?

We aim to enforce the decree to the best of our abilities using statutory powers. However successful enforcement cannot always take place, this could be due to a number of things, for example – the debtor having no assets or earnings. We also advise you to complete both an E.J.O. search and bankruptcy search, these will show you if the debtor has any other debts or if anyone has applied to make them bankrupt.

Customers with disabilities

Do you have a particular need?

All our Customers are entitled to fair participation and equality of opportunity

in relation to all our services. If you have a disability or represent a person with a disability, and have any particular needs in relation to attendance at Bedford House, please communicate these to the Disability Officer in advance of attendance (Telephone 028-90-724810).

Wheelchair users

We provide wheelchair access to the 6th and 7th floor public counters. A toilet is available on Mezzanine Floor (accessed by lift) for Customers with a disability.

Access for people with hearing difficulties

We have a Loop System installed on 6th floor which applies sound in a specific area and may be compatible with hearing aids. A portable Loop System is also available. We can offer a person to communicate in very basic sign language. We can also offer interpreters if adequate advance notice is given.

Access for people with vision difficulties

A guide dog will be permitted to accompany a person with vision difficulties. If guidance is required the Disability Officer can accompany the person and offer assistance. Documentation can be provided in large font for ease of reading. Documents can be converted to Braille on request.

Useful information

Location

The office is in the centre of Belfast in Bedford House, Bedford Street. Team A and the Accounts and Search Team are located on the 6th Floor, Team B are located on the 7th Floor, and Team C are located on the 9th Floor.

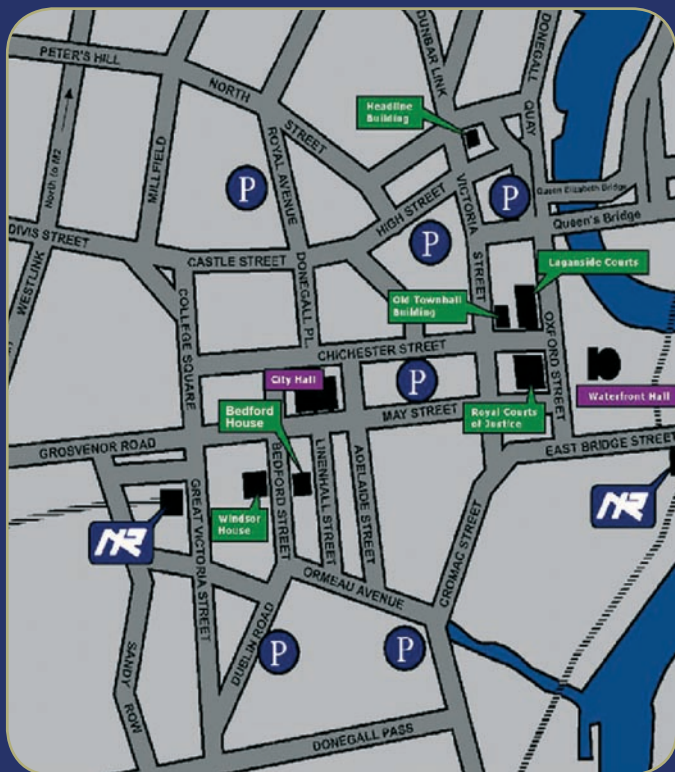
Transport

The office is a five-to ten minute walk from the railway and bus stations at Great Victoria Street. The quickest route from either terminal is to come from the Northern Mall on to Great Victoria Street. Turn left and cross the street at the pedestrian crossing which is in front of the Europa Hotel. When you cross the street, turn right and go down the first street on the left, Amelia Street. Follow that street, cross Blackstaff square and go down Franklin Street. After 100 yards, that street joins Bedford Street. Turn left and cross the street. The entrance to Bedford House is to the left of the post office. See map for further help.

Opening Hours

The office is open to telephone callers between 9am and 5pm. The office is open to the public from 10am to 4.30 pm. Monday to Friday excluding Bank Holidays.

How to find us



6th Floor Bedford House
16-22 Bedford Street
Belfast
BT2 7FD

Telephone: 028 9024 5081
Fax: 028 90313520
Textphone: 028 9041 2920
DX: 2933NR BELFAST
Email: PostRoomEJO@courtsni.gov.uk

www.courtsni.gov.uk



INVESTOR IN PEOPLE

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