

Form 2.64 Earnings redirection order

Court Procedures Rules 2006

(see r 2351 (Earnings redirection order—application))

In the *[Supreme/Magistrates] Court of the Australian Capital Territory

No *[SC/CS] of (*year*)

(*name*)

Enforcement creditor

(*name*)

Enforcement debtor

To: (*name and address*)
Enforcement creditor

And to: (*name and address*)
Enforcement debtor

And to: (*name and address*)
Employer of enforcement debtor

Amount owing

The enforcement creditor obtained a money order on (*date*) against the enforcement debtor.

Filed for the enforcement creditor by:
(*the enforcement creditor's address for service and telephone number (if any) or, if the enforcement creditor is represented by a solicitor and the solicitor is the agent of another solicitor, the name and place of business of the other solicitor*)

The amount outstanding is as follows:

Money order amount (including costs, if any)	\$.....
Less payments	\$..... \$.....
Plus interest	\$.....
Plus costs	\$.....
Total owing	\$

Enforcement order

An order is made authorising the regular redirection to the enforcement creditor of particular earnings of the enforcement debtor from the employer.

The order contains the following conditions:

- (a) that the employer deduct each pay period from the enforcement debtor's earnings (after tax) the amount stated below and pay it to the enforcement creditor—

Amount of earnings each pay period after tax	\$.....
Amount to be deducted each pay day	\$.....
less administration charge	\$.....
Amount to be paid to enforcement creditor	\$

Notice to employer

A notice telling you of the effect of this order and your obligations should have been served on you by the enforcement creditor. A copy of the notice that you may use if the enforcement debtor is not employed by you should also have been served on you by the enforcement creditor.

The total amount that you must deduct under this order is \$ *(insert)*.

Payment must be made to the enforcement creditor at *(address)*.

An employer must not dismiss an employee or otherwise prejudice an employee in his or her employment because an enforcement order authorising redirection of the employee's earnings has been made (see r 2368).

Notice to enforcement debtor

If you change employer or cease to be employed, you must, within 7 days, tell the Registrar and the enforcement creditor in writing details of your new employer or that you have ceased employment (see form 2.68).

You may apply to the Court to stay enforcement of this order at any time (see r 2013).

You may apply to the Court to amend, suspend or set aside this order (see r 2360).

The *[Supreme/Magistrates] Court is located at *[4/6] Knowles Place, Canberra ACT 2601
Telephone: *(insert number)*

Notice to enforcement creditor

This order must be served personally or by post by you on the enforcement debtor's employer and the enforcement debtor. You must also serve on the enforcement debtor's employer—

- (a) a notice (form 2.65) telling the employer of the effect of the order and the employer's obligations; and
- (b) a copy of a notice (form 2.66) that the employer may use if the debtor is not employed by the employer.

While this order is in force, no other enforcement order may be made in relation to the money order, unless the Court otherwise orders.

You may apply to the Court to stay enforcement of this order at any time (see r 2013).

You may apply to the Court to amend, suspend or set aside this order
(see r 2360).

Registrar: (*Registrar to sign and seal*)
Dated:

**omit if, or whichever is, inapplicable*