

**Free advice from Access Debt Solutions**

Would you like to be certain that you are managing your personal finances in the best possible way? Complete the form below and e-mail back to us at **enquiry@accessds.co.uk** to qualify for a free, no obligation assessment. You can also return the form by fax or post (see contact details below).

Please complete all details as fully as possible. The more complete a picture of your present financial situation you are able to give the more comprehensive will be the options that we are able to offer you.

1. Full name: \_\_\_\_\_  
Any former names (if applicable): \_\_\_\_\_
2. Date of birth (day/month/year): \_\_\_\_\_
3. Marital status: \_\_\_\_\_
4. Address: \_\_\_\_\_  
\_\_\_\_\_
5. Correspondence address if different from above: \_\_\_\_\_  
\_\_\_\_\_
6. Telephone (home): \_\_\_\_\_  
(mobile): \_\_\_\_\_
7. Name and age of any dependent relatives living with you with details of their relationship to you:
 

a.	d.
b.	e.
c.	f.
8. Are you involved in any legal proceedings with any of your creditors? \_\_\_\_\_
9. Have you ever been bankrupt? \_\_\_\_\_
10. Have you ever entered into an Individual Voluntary Arrangement with your creditors? \_\_\_\_\_
11. Employment status.
  - a. Occupation \_\_\_\_\_
  - b. Name of employer \_\_\_\_\_
  - c. Average monthly take home pay \_\_\_\_\_

12. Do you own any freehold or leasehold property? .....

If so please detail full address: .....

Purchase price: .....

Current value: .....

Freehold or Leasehold? .....

If the property is jointly owned, what percentage do you own? .....

Name of Mortgage Lender: .....

Amount(s) owing on mortgage(s): .....

Are Mortgage payments up to date? .....

Monthly Mortgage payment: .....

Does any other lender hold additional security against the above property? .....

If so please give details of lender: .....

13. Other Property

Motor Cars – please detail make/model/year – estimated value and confirm if subject to finance, if so please give name of lender and outstanding balance.

Do you own any shares? If so please provide details of number of shares held in which company and estimated value.

Have you given away any assets in the last five years? .....

If so please provide details: .....

14. Have you personally guaranteed any loans/debts for any other person or company? .....

If so please provide details: .....

15. Please supply a list of your personal liabilities detailing name and address of lenders, account numbers, original amount of loan, current balance, monthly payment and term of loan

Finance/Credit Card Company	Asset	HP/Lease	Date of Agreement	Monthly payment	Length of Agreement	Arrears

16. Monthly Income and Expenditure

Income source	Amount	Monthly expenditure	Amount
		Mortgage or rent	
		Food, housekeeping	
		Car running expenses	
		Household - gas	
		Electricity	
		Council tax	
		Clothing	
		Schooling	
		Insurance (including endowments)	
		TV license and rental	
		Travel to work expenses	
		Maintenance/CSA payments	
		Court orders	
<b>TOTAL INCOME:</b>		<b>TOTAL EXPENDITURE:</b>	

17. Assuming that your income and expenditure does not normally change, are you able to offer to make payments to your creditors on a regular basis? .....

If so, how much and how frequently? £ ..... per ..... week/fortnight/month

Signed: .....

If you are returning this form by e-mail you do not need to sign above but must instead enter an 'X' in the box to indicate that this form has been completed by you (the named person below) on the date shown.

If you agree to the statement above and are returning this form by e-mail then enter an 'X' here:

Full name: .....

Date (day/month/year): .....

**Please return the completed form by email to:**

**enquiry@accessds.co.uk**

**Alternatively you can post or fax the form to us at:**

**Access Debt Solutions**

**Spartan Buildings**

**534 Attercliffe Road**

**Sheffield S9 3QQ**

**Fax: 0114 24 999 72**