Club Football Debt Recovery Form

Creditor details:

Full Name	
Address	
Club	
Role within the Club	

I wish the Lancashire Football Association to consider the following debts and confirm if they qualify for the Football Debt Recovery, that the Lancashire Football Association proceeds forthwith in accordance to the Memorandum of Procedures.

- I confirm that the debts outstanding are a minimum of £50 with the exception of Disciplinary Monies (cautions, sending offs etc.)
- I can confirm that the debtor was over the age of 18 years old at the time of the debt owing
- I can confirm that the debtor was a non-contract player
- I confirm that the club have made reasonable steps to recover the money from the debtor this includes approaching the debtor personally and also in writing a copy of the written request should be attached.

Please refer to the guidance notes document if the answer to any of the above is no.

Participant/debtor details:

Full Name (required)	
Last known Address including postcode (required)	
Date of Birth (required)	
Team/s and League/s the player was registered with when a member of your club (required)	
Date the participant registered with the club	
Previous Club/s	
Current Club/s	

Debt details:

Brief description of the debt owing (required) (match fees, pitch hire, discipline money)					
Lancashire F.A case number/s if applicable:		Case ID	Amount £		
	1.				
	2.				
	3.				
	4.				
	5.				
Total amount paid by the creditor (required) (The amount owed by the debtor)	£				
Date/s when payment was personally requested by the creditor to the debtor (required)		Date			
	1.				
	2.				
	3.				
	4.				
	5.				
Date when payment was formally in writing requested by the creditor to the debtor (required)		Date			
	1.				
	2.				
	3.				
	4.				
	5.				

If the type of debt to be recovered is not disciplinary monies the minimum claim must be £50. In addition to this the creditor must also include an administration fee of £25. This figure is added to the total debt to be recovered and forms part of the £50 minimum limit.								
I enclose a cheque/postal	order for the admi	inistration fee of £	225					
I wish to pay by VISA / MAST								
Ca	ırd Number							
				1				
Valid from Security Number	Expiry Date		Card	issue	Number*			
Payment will only be taken if the claim is accepted by Lancashire F.A								
Signed by creditor			Date		yyymtaetaenata			
<u>Checklist</u>								
£25 administration fee is applicable								

Evidence confirming formal written request