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SCHEDULE

Rule 7

Form 6.12 Affidavit of Service of Statutory Demand Where Service Acknowledged in Writing

Rule 6.010

No.

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (BANKRUPTCY)

*Insert title

Re*

(a) Insert name, address and description of person making the oath *and whether the creditor or a person acting on his behalf*

Date of statutory demand _____

I, (a) _____

make oath and say as follows:—

(b) Delete "I" and insert name and address of person who effected personal service, if applicable

1. (b) [I] [_____]

did on (c) _____ (d) [before] [after] _____ hours, at

(c) Insert date

(e) _____

(d) Insert time which must be stated as either before or after 16.00 hours Monday to Friday or before or after 12.00 hours Saturday

personally serve the above-named debtor with the demand dated _____.

At the time of such service, I was able to identify the person upon whom I served the said demand as the above-named debtor by the following means (f) _____

(e) Insert address

OR

(f) Insert means of knowledge of identity of person served

[On (c) _____ substituted service of the demand was effected in the following way:—

(g) Give particulars of the way in which the debtor acknowledged service of the demand

2. On (c) _____ the debtor acknowledged service of the demand by (g) _____

3. A copy of the demand marked "A" and the acknowledgement of service marked "B" are exhibited hereto.

Sworn at

Form 6.13 Affidavit of Personal Service of Statutory Demand Where Service Not Acknowledged in Writing

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Rule 6.010

No.

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (BANKRUPTCY)

Insert title	Re
(a) Insert name, address and description of person who effected services	Date of statutory demand _____ I, (a) _____ _____
(b) Insert date	_____
(c) Insert time which must be stated as either before or after 16.00 hours Monday to Friday or before or after 12.00 hours Saturday	make oath and say as follows:— 1. I did on (b) _____ (c) [before] [after] _____ hours, at (d) _____ personally serve the above-named debtor with the demand dated _____. At the time of such service, I was able to identify the person upon whom I served the said demand as the above-named debtor by the following means (e) _____
(d) Insert address	
(f) Insert means of knowledge of identity of person served	2. A copy of the demand marked "A" is exhibited hereto.

Sworn at

Form 6.14 Affidavit of Substituted Service of Statutory Demand Where Service Not Acknowledged in Writing

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No.

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (BANKRUPTCY)

- *Insert title
- (a) Insert name, address and description of person making the oath
- (b) Insert date
- (c) Give particulars of the steps taken with a view to serving the demand personally and why they were ineffective, or refer to an accompanying affidavit containing such particulars
- (d) Insert means of knowledge of identity of person whom you attempted to serve
- (e) Insert name of person making affidavit detailing steps taken to effect personal service
- (f) If the creditor has taken advantage of Rule 6.003(3) (newspaper advertisement) state in separate paragraph(s) the means of the creditors knowledge for the purposes of that rule and the date or dates on which and the newspaper in which, the demand was advertised, and re-number paragraphs accordingly
- (g) Delete words in brackets where Rule 6.003 (3) applies
- (h) Delete as applicable
- (i) Refer to paragraph(s) complying with note (e) above
- (j) State means of knowledge

Re*

Date of Statutory Demand _____

I, (a) _____

make oath and say as follows:—

1. On (b) _____ an attempt was made to serve the demand on the above-named debtor personally by (c) _____

At that time, I was able to identify the person upon whom I attempted to serve the said demand as the above-named debtor by the following means (d) _____

OR

[Attempts have been made to serve the demand on the above-named debtor personally, full particulars of which are set out in the accompanying affidavit of

(e) _____]

[(f) _____]

2. On (b) _____ substituted service of the demand was effected in the following way:—

(g) [3. To the best of my knowledge, information and belief the demand will have come to the attention of the above-named debtor by (b) _____]

4. I have direct personal knowledge of (h) [the means adopted for serving the demand] [the circumstances referred to in paragraph(s) above (i)] by reason of (j) _____

5. A copy of the demand marked “A” (h) [and the advertisement of the demand marked “B”] (h) [is] [are] exhibited hereto.

Sworn at

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Rule 6.014

No.

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (BANKRUPTCY)

Insert title	Re
(a) Insert date	In the matter of a bankruptcy petition filed on (a)
(b) Insert full name, address and description of person making oath	I, (b) _____ and for the purpose of service instructed by (c)
(c) Insert name and address	_____
(d) Delete as applicable	(d) [Solicitor(s) for] the
(e) Insert time which must be stated as either before or after 16.00 hours Monday to Friday or before or after 12.00 hours Saturday	make oath and say as follows:— 1. I did on (a) _____ (e) [before] [after] _____ hours serve the above-named debtor with a copy of the above-mentioned petition, duly sealed with the seal of the court by delivering the same personally to said (f) _____
(f) Insert name of debtor as in title	
(g) State exact place of service	at (g) _____. At the time of such service, I was able to identify the person upon to whom I delivered the said sealed copy petition as the above-named debtor by the following means (h) _____
(h) Insert means of knowledge of identity of person served	
(i) Sealed copy must be marked as an exhibit	2. A sealed copy of the said petition is now produced and shown to me marked "A" (i)

Sworn at

NOTE: This affidavit and exhibit should be filed in court immediately after service (Rule 6.014(2))