

League/Competition Football Debt Recovery Form

Creditor details:

Full Name	
Address	
League/Competition	
Role within the League/Competition	

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/s were over the age of 18 years old at the time of the debt owing
- I confirm that the League/Competition have made reasonable steps to recover the money from the debtor/s this includes approaching the debtor/s 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.

League fines do not fall within the scope of Football Debt Recovery where a Club remains in membership of the League to which they owe money, or disbands without having played a competitive fixture in that League in the season that any fine accrues.

Participant/debtor details:

Full Name (required)	
Last known Address including postcode (required)	
Date of Birth (required)	
Type of member (Chairman, Treasurer or Secretary)	

Where a Club has left owing money and it is an open-age team please provide separately a list of the entire last known registered members of the club. This must include the participant's full name, address and date of birth. A template has been included at the end of this form if needed.

Debt details:

Brief description of the debt owing (required)		
A breakdown of the debts – evidence should also be included in this application to support each debt.		Debt
	1.	Amount £
	2.	
	3.	
	4.	
	5.	
Total amount paid by the creditor (required) <i>(The amount owed by the debtor)</i>	£	
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.

Club Member List

	Players FULL name	Address	Date of Birth	Registration date	Position in club
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					
24.					
25.					
26.					