

SCHEDULE 1

Rule 2(7)(a)

Form 1B

JUSTICE ACT (NORTHERN IRELAND) 2011

THE PENALTY NOTICES (JUSTICE ACT (NORTHERN IRELAND) 2011)  
(ENFORCEMENT OF FINES) REGULATIONS (NORTHERN IRELAND) 2012;  
Regulation 4  
(Rules 7 and 17)

**Complaint**

of

Complainant Petty Sessions District of

of

County Court Division of

Defendant

I, of  
say on oath that

[And the complainant prays that a [warrant in Form 8D may issue for the arrest of the defendant][summons in Form 2C may issue for the attendance of the defendant on the hearing of the complaint]

[And the undersigned binds himself to attend when and where called on to prosecute or to give evidence against the defendant for the said offence or otherwise to forfeit to the Crown the sum of £ ].

Complainant  
[for Complainant]

Taken and sworn before me this day of 20 .

District Judge (Magistrates' Courts)  
[Lay Magistrate].

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2(7)(b)

Form 2C

JUSTICE ACT (NORTHERN IRELAND) 2011

THE PENALTY NOTICES (JUSTICE ACT (NORTHERN IRELAND) 2011)  
(ENFORCEMENT OF FINES) REGULATIONS (NORTHERN IRELAND) 2012;  
Regulation 4  
(Rule 8)

**Summons to Defendant for failure to pay a sum adjudged to be paid by a conviction of a magistrates' court**

of

Complainant

Petty Sessions District of

County Court Division of

of

Defendant

WHEREAS a complaint has been made before me that on the (date)  
at (place)  
in that said petty sessions district the sum of £        was registered against you in respect of Penalty  
Notice No.        as a sum adjudged to be paid by a conviction under section 67 of the Justice Act  
(Northern Ireland) 2011 and whereas a Notice of Registration as a fine was served on you under  
section 67(2) of that Act and whereas you have defaulted on payment of that fine.

THIS IS TO COMMAND YOU to appear as a defendant on the hearing of the said  
complaint at (place)        on (date)  
at (time)  
before a magistrates' court for the said petty sessions district.

**WARNING**

The court may order you to be committed to prison in default of payment of the fine.

This                          day of                          20                          .

District Judge (Magistrates' Courts)  
[Lay Magistrate]

To the said Defendant.

Rule 2(7)(c)

Form 8D

MAGISTRATES' COURTS (NORTHERN IRELAND) ORDER 1981  
(Article 138(5); Rules 14 and 143)

THE PENALTY NOTICES (JUSTICE ACT (NORTHERN IRELAND) 2011)  
(ENFORCEMENT OF FINES) REGULATIONS (NORTHERN IRELAND) 2012;  
Regulation 4

**Warrant of Arrest**

of

Complainant

Petty Sessions District of

of

Defendant

County Court Division of

WHEREAS a complaint has been made [on oath and in writing] [and substantiated on oath] that

THIS IS TO COMMAND YOU, to whom this warrant is addressed, to arrest the said defendant and bring him before a magistrates' court for the said county court division unless the said sum be sooner paid.

This                      day of                      20                      .

District Judge (Magistrates' Courts)  
[Lay Magistrate]

To the Chief Constable of the Police Service of Northern Ireland at

NOTE: This form may be endorsed for bail as on Form 9A.

*Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.*

Rule 2(7)(e)

Form 60B

MAGISTRATES' COURTS (NORTHERN IRELAND) ORDER 1981  
(Article 92; Rules 105, 143 and 144)

JUSTICE ACT (NORTHERN IRELAND) 2011

THE PENALTY NOTICES (JUSTICE ACT (NORTHERN IRELAND) 2011)  
(ENFORCEMENT OF FINES) REGULATIONS (NORTHERN IRELAND) 2012;  
Regulation 7

**Notice to Defendant or Defaulter of Order Enforcing Payment of Sum Registered  
under Section 67 of the Justice Act (Northern Ireland) 2011**

To: Petty Sessions Office  
Courthouse  
  
Order Book No.

TAKE NOTICE that at a magistrates' court held at (place)  
on (date) , the court found that you have defaulted on  
payment of a sum registered against you for enforcement as a fine under section 67 of the Justice Act  
(Northern Ireland) 2011.

The court allowed you until (date) , to pay the following sum  
[The court ordered you to pay the following sums by instalments of  
commencing on (date)

Registered sum	....	£
Costs	....	£
Amount already paid	....	£
Balance due	....	£

You may however apply to the court by notice in writing addressed to me at the above address for  
an order for payment by instalments pursuant to Article 91(3) of the Magistrates' Courts (Northern  
Ireland) Order 1981 or for further time for payment or for variation of the said Order. And the court  
ordered that if such payment is not made or such issue is not made or such application received by me  
within the time allowed [a warrant of commitment be issued committing you to prison for days.  
The issue of a warrant would increase the amount due. Payment may be made to me within the time  
allowed at the above address, or may be sent by post at your own risk. Payment made by post must be  
accompanied by this notice and postage must be prepaid.

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Dated this                    day of                    20 .

Clerk of Petty Sessions

NOTE: It will be helpful to the court in dealing with your application if you will provide particulars of income, outgoings and any change of circumstances since the order was made.

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Rule 2(7)(g)(iii)

Form 62M

MAGISTRATES' COURTS (NORTHERN IRELAND) ORDER 1981  
(Article 91 and 92; Rules 14, 105 and 143)

JUSTICE ACT (NORTHERN IRELAND) 2011

THE PENALTY NOTICES (JUSTICE ACT (NORTHERN IRELAND) 2011)  
(ENFORCEMENT OF FINES) REGULATIONS (NORTHERN IRELAND) 2012;  
Regulation 7

**Warrant of Commitment for Sum Registered under Section 67 of the Justice Act  
(Northern Ireland) 2011**

of

Clerk of Petty Sessions  
[Complainant]

Petty Sessions District of

of

County Court Division of

Defendant  
[Defendant]

WHEREAS [upon hearing of a complaint that] on the (date)  
at (place)  
in the said petty sessions district the sum of £ was registered against the defaulter  
[defendant] as a sum adjudged to be paid by a conviction under section 67 of the Justice Act  
(Northern Ireland) 2011 in respect of Penalty Notice No. and whereas a Notice of  
Registration of the fine was served on the defaulter [defendant] under section 67(2) of that Act and  
whereas the defaulter [defendant] has defaulted on payment of that fine.

An order was made on the day of 20, by a magistrates' court for the said district against the said defaulter [defendant] to the following effect viz: -

AND WHEREAS the defaulter [defendant] has not paid the fine as ordered.

THIS IS TO COMMAND YOU to whom this warrant is addressed, to execute the said order against the defendant as follows:-

To lodge the defendant in HM Prison at there to be imprisoned for the period of unless the sums be sooner paid.

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And for this present warrant shall be a sufficient authority to all whom it may concern. The sum levied to be paid to the clerk of petty sessions at

The warrant to be returned within a reasonable time if not executed.

Fine	....	£
Offender Levy	....	£
Part payment before default fixed	....	£
Amount due when default fixed	....	£
Part payment after default fixed	....	£
Cost of warrant	....	£
		_____
Balance	....	£
		_____

Dated this            day of            20 .

District Judge (Magistrates' Courts)

To the Chief Constable of the Police Service of Northern Ireland

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Rule 2(7)(k)

**Form 89B**  
**MAGISTRATES' COURTS (NORTHERN IRELAND) 1981**  
**(Articles 134, 135, 137; Rules 150 to 152)**

**JUSTICE ACT (NORTHERN IRELAND) 2011**

**THE PENALTY NOTICES (JUSTICE ACT (NORTHERN IRELAND) 2011)**  
**(ENFORCEMENT OF FINES) REGULATIONS (NORTHERN IRELAND) 2012;**  
**Regulation 6**

**Recognizance to appear before a Magistrates' Court**

of

Complainant

Petty Sessions District of

County Court Division of

of

Defendant

WHEREAS a complaint was made that

The undersigned \_\_\_\_\_ of \_\_\_\_\_  
binds himself \_\_\_\_\_ the principal party to this recognizance,  
to perform the following obligations, viz:-

To appear personally before a Magistrates' Court sitting at \_\_\_\_\_  
in the above-named Petty Sessions District on the \_\_\_\_\_ day of \_\_\_\_\_  
20 \_\_\_\_ at \_\_\_\_\_ am and at every time and place to which, during the course of the  
proceedings, the hearing of the complaint may from time to time be adjourned and not to depart the  
court without leave.

The said principal party [together with \_\_\_\_\_  
of \_\_\_\_\_  
and \_\_\_\_\_ of \_\_\_\_\_  
acknowledge[s] himself \_\_\_\_\_ bound to forfeit to the Crown the sum[s] following viz:-



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The principal party the sum of £ [and the said [surety] [sureties] the sum of £ [each] in case the said principal party fails to perform the above obligation] [and in lieu of surety the said principal party hereby deposits the sum of £ or other valuable security to the value of that sum as security for performance of the said obligation].

..... Principal Party

..... [Surety]

..... [Surety]

Taken before me this            day of  
20            .  
(as to the said Principal Party)  
(as to the said Suret[y][ies]

Taken before me this            day of  
20            .  
(as to the said Principal Party)  
(as to the said Suret[y][ies]

.....  
Governor/Deputy Governor

Ireland]

.....  
District Judge (Magistrates' Courts)  
[Lay Magistrate]  
[Clerk of Petty Sessions]  
[Member of the Police Service of Northern

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Rule 2(7)(l)

FORM 96A

JUSTICE ACT (NORTHERN IRELAND) 2011  
(Section 91)

MAGISTRATES' COURTS RULES (NORTHERN IRELAND) ORDER 1984  
(Rule 153C)

**Application for compassionate bail under section 91 of the Justice Act (Northern Ireland) 2011**

[Title as in Form 1]

TAKE NOTICE that I, the undersigned, intend to apply under section 91 of the Justice Act (Northern Ireland) 2011 to a magistrates' court for the above-named petty sessions district for an order that I be released from custody (insert dates for release) for -

(Grounds on which the application is made)

on such terms and conditions as the court thinks just.

Please provide details of any previous bail applications made in the proceedings, specifying the outcome of those applications and, where bail was granted, any conditions which were imposed by the court.

Where possible, please indicate whether the police are agreeable to compassionate bail under section 91 of the Justice Act (Northern Ireland) 2011 being granted. Where appropriate, please state any conditions which the police believe should be attached and if these conditions are agreed by the defence.

Please indicate whether the applicant/defendant consents to this application being dealt with in his absence.

YES/NO (delete as appropriate)

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Dated this                      day of    20                      .

Signed

Applicant/Defendant  
[Solicitor for the Applicant/Defendant]

To: Clerk of Petty Sessions  
Director of Public Prosecutions.

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Rule 2(7)(l)

FORM 96B

JUSTICE ACT (NORTHERN IRELAND) 2011  
(Section 91)

MAGISTRATES' COURTS RULES (NORTHERN IRELAND) ORDER 1984  
(Rule 153C)

**Notice of release on compassionate bail under section 91 of the Justice Act  
(Northern Ireland) 2011**

*[Title as in Form 1]*

UPON APPLICATION by the above named applicant/defendant.

IT IS ORDERED that the applicant/defendant be admitted to compassionate bail under section 91 of the Justice Act (Northern Ireland) 2011 him/herself in the sum of £ with surety[ies] in the sum of £ , for the personal appearance of the said applicant/defendant before [custodial establishment] in accordance with the condition(s) on which bail is granted,

AND IT IS ORDERED that bail is granted to the applicant/defendant subject to the following conditions:-

The applicant/defendant shall be released [release details] subject to the applicant/defendant being released into the custody of his surety/sureties who shall collect the applicant/defendant from [custodial establishment], and return him to the Governor of Her [custodial establishment] [return to custody details].

[other conditions]

AND IT IS ORDERED that upon the applicant/defendant and surety[ies] entering into recognizance in the above mentioned sums this Order shall be sufficient authority for the person for the time being in charge of [custodial establishment] on being satisfied as to the identity of sureties to release the applicant/defendant to sureties, unless he/she is in custody for some other cause.

This                    day of                    20                    .

Clerk of Petty Sessions

To the Governor of HM Prison

Rule 2(7)(m)

Form 109D

JUSTICE ACT (NORTHERN IRELAND) 2011  
(Section 67)

THE PENALTY NOTICES (JUSTICE ACT (NORTHERN IRELAND) 2011)  
(ENFORCEMENT OF FINES) REGULATIONS (NORTHERN IRELAND) 2012;  
Regulation 4

MAGISTRATES' COURTS RULES(NORTHERN IRELAND) ORDER 1984  
(Rule 12C)

**Certificate of Service of Summons on Defendant**

of

Complainant

Petty Sessions District of

County Court Division of

of

Defendant

I, \_\_\_\_\_ of \_\_\_\_\_  
certify that on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_ I did serve a summons  
under Regulation 4 of the Penalty Notices (Justice Act (Northern Ireland) 2011) (Enforcement of  
Fines) Regulations (Northern Ireland) 2012 on the above-named defendant in the manner endorsed by  
me on the original summons.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Signed:

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Rule 2(7)(m)

**Form 109E  
JUSTICE ACT (NORTHERN IRELAND) 2011  
(Section 67(2))**

**THE PENALTY NOTICES (JUSTICE ACT (NORTHERN IRELAND) 2011)  
(ENFORCEMENT OF FINES) REGULATIONS (NORTHERN IRELAND) 2012;  
Regulation 3**

**MAGISTRATES' COURTS RULES(NORTHERN IRELAND) ORDER 1984  
(Rule 12E)**

**Certificate of Service of Notice of Registration on Defaulter**

of

Complainant

Petty Sessions District of

County Court Division of

of

Defendant

I, \_\_\_\_\_ of \_\_\_\_\_  
hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ I did serve a  
Notice of Registration under Section 67(2) of the Justice Act (Northern Ireland) 2011 on the above-  
named defendant in the manner endorsed by me on the original Notice.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Signed:

Rule 2(7)(n)

Form 110E  
JUSTICE ACT (NORTHERN IRELAND) 2011  
(Section 68)

MAGISTRATES' COURTS RULES (NORTHERN IRELAND) ORDER 1984  
(Rule 13C)

**Statutory Declaration**

of

Complainant Petty Sessions District of

of County Court Division of

Defendant

I, of  
do solemnly and sincerely declare that  
[(a) I was not the person to whom the penalty notice number referred to in the [Notice of Registration] (or here state the document received) served on me on the day of was given;]  
[(b) I did not know of the penalty concerned or of any penalty notice until I received the [Notice of Registration] (or here state other document received);]  
[(c) I gave notice requesting a hearing in respect of the alleged offence as permitted in the relevant penalty notice before the end of the suspended enforcement period or period allowed for response to that notice.]

Declarant

Declared before me this day of 20  
at in the petty sessions district of

Lay Magistrate