

SCHEDULE 1

Regulation 2(2)

ARRANGEMENT OF FORMS

1

Application for approval as a money adviser

2

Application for approval as a payments distributor

3

Application for approval of a debt payment programme

4

Notification to creditor of application for approval of a debt payment programme

5

Notification of approval of a debt payment programme

6

Payment instruction to employer

7

Notice of recall of an arrestment

8

Application for variation of a debt payment programme

9

Notification to creditor of determination of variation

10

Application for revocation of a debt payment programme

11

Notice of revocation

12

Report of completion by a payments distributor

13

Notice of completion by money adviser

Status: This is the original version (as it was originally made).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

14

Confirmation of completion by DAS administrator

15

Notification to creditor of completion of a debt payment programme

Signature

Explanatory Note

Regulation 8(1)

The Debt Arrangement Scheme (Scotland) Regulations 2004

FORM 1 APPLICATION FOR APPROVAL AS A MONEY ADVISER

1	Date of Application (dd/mm/yyyy)	<table border="1" style="width: 100%; height: 25px;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
2	Details of Money Adviser Surname	<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
	First Name	<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
	Other Names	<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
3	Name of Organisation	<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
	Business Address	<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
		<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
	Postcode	<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
	Business phone number	<table border="1" style="width: 100%; height: 25px;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
	E-mail address	<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
4	MATRICS Certificate Number	<table border="1" style="width: 100%; height: 25px;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
5	Details of money adviser training (if no MATRICS certificate)	<table border="1" style="width: 100%; height: 25px;"><tr><td></td></tr></table>										
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Regulation 13(1)

The Debt Arrangement Scheme (Scotland) Regulations 2004

FORM 2 APPLICATION FOR APPROVAL AS A PAYMENTS DISTRIBUTOR

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

1	Date of Application (dd/mm/yyyy)	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="width: 12.5%; height: 25px;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td></tr></table>										
2	Details of Payment Distributor Name of Organisation	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr></table>										
	Business Address	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr><tr><td style="height: 25px;"></td></tr><tr><td style="height: 25px;"></td></tr></table>										
	Business phone number	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="width: 12.5%; height: 25px;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td></tr></table>										
	E-mail address	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr></table>										

6 Declaration

I certify that this organisation meets the requirements of Schedule 5 of the Debt Agreement Scheme (Scotland) Regulations 2004 and attach the necessary supporting documentation

Signature

Name

Position held

Date

Regulation 20(2)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 3 APPLICATION FOR APPROVAL OF A DEBT PAYMENT PROGRAMME

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

SECTION 1

1	Date of Application (dd/mm/yyyy)	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
2	Money Adviser Case Number	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
3	Details of Applicant Gender	<table><tr><td>Female</td><td><input type="checkbox"/></td><td>Male</td><td><input type="checkbox"/></td></tr></table>	Female	<input type="checkbox"/>	Male	<input type="checkbox"/>						
Female	<input type="checkbox"/>	Male	<input type="checkbox"/>									
	Surname	<table><tr><td></td></tr></table>										
	First Name	<table><tr><td></td></tr></table>										
	Other Names	<table><tr><td></td></tr></table>										
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	Other Names	<table border="1" style="width: 100%;"><tr><td style="height: 20px;"></td></tr></table>												
	DAS Approval Number	<table border="1" style="width: 100%;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>												
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	E-mail address	<table border="1" style="width: 100%;"><tr><td style="height: 20px;"></td></tr></table>												

Questions 9 to 18 must be completed

9	Has the applicant 2 or more debts?	Yes	<table border="1" style="width: 40px; height: 20px;"></table>	No	<table border="1" style="width: 40px; height: 20px;"></table>
10	Is the applicant party to any trust deed?	Yes	<table border="1" style="width: 40px; height: 20px;"></table>	No	<table border="1" style="width: 40px; height: 20px;"></table>

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- 11 Has the applicant's estate been sequestrated and the applicant not been discharged under Section 54 (automatic discharge after 3 years) or 75 (amendments, repeals and transitional provisions) of the 1985 Act? Yes ☐ No ☐
- 12 Is payment of any of the applicant's debts being made under a pre-existing conjoined arrestment order? Yes ☐ No ☐
- 13 Has a creditor attempted to enforce a debt due by the applicant that is not included in a pre-existing conjoined arrestment order? Yes ☐ No ☐
- 14 Has the applicant agreed in writing that a debt not legally constituted is due for payment? Yes ☐ No ☐

SECTION 2

15 Details of debts

	Description of debt	Name and address of creditor (including postcode)	Amount owed	Period for which debt due	Percentage of total debt
1					
2					
3					

(Continue to list all applicable debts)

Total amount owed

£

Payment offer

£

(specify amount offered in respect of each creditor in the proposed programme)

Payment frequency

(select as appropriate)

Weekly

Fortnightly

Monthly

4 Weekly

Period in which debts will be paid under proposed programme

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

16 Nominated Payment Distributor Details

Name of Distributor

(Must be approved for the purpose of the Debt Arrangement Scheme)

17 Payment method
(select appropriate box with an X)

Direct debit

Standing Order

Cheque

Postal order

Other *(eg smart card etc)*

18 Has every creditor of the applicant consented to this application?

Yes

No

(If the answer to Q is Yes move to Q19, and if no to Q21)

19 Is the amount owned by the applicant to any one non-consenting creditor 50% or more than the total debt included in the programme?

Yes

No

20 Is the amount due to all creditors refusing to consent 60% of the total debt included in the programme?

Yes

No

21 Have objections been received from a creditor/creditors?

Yes

No

(If the answer is yes, then go to Q22, if no then go to end of form)

22 Grounds of objection are

(a) The creditor considers that the applicant should be sequestrated

Yes

No

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(b) The creditor considers that the applicant is in possession of heritable property with substantial unsecured value

Yes

☐

No

☐

SECTION 3

23 Are any earnings subject to an earnings arrestment?

Yes

☐

No

☐

24 Has any sum due to, or property held on behalf of, the applicant been arrested?

Yes

☐

No

☐

25 Is there any conjoined arrestment order?

Yes

☐

No

☐

26 Is there any other deduction from income order or agreement (eg a student loan deduction from earnings order)?

Yes

☐

No

☐

(If the answer to any of Q23 to 26 is yes, then provide full details)

SECTION 4

27 Use this section to provide any further information considered relevant to the application for approval.

Signature of applicant

28 I apply for approval of the debt payment programme set out in this application

Signature

Declaration by Money Adviser

29 I confirm that I have given the applicant money advice in accordance with section 3(1) of the Debt Arrangement and Attachment Act 2002

Signature

Regulation 22(2)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 4NOTIFICATION TO CREDITOR OF APPLICATION FOR APPROVAL OF A DEBT PAYMENT PROGRAMME

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

1	Details of creditor Name of company or firm (or, if appropriate) Surname First Name Other Names	<table><tr><td colspan="8"></td></tr><tr><td colspan="8"></td></tr><tr><td colspan="8"></td></tr></table>																																
2	Address Postcode	<table><tr><td colspan="8"></td></tr><tr><td colspan="8"></td></tr><tr><td colspan="8"></td></tr><tr><td colspan="8"></td></tr></table>																																
3	Details of Applicant for approval of debt payment programme Surname First Name Other Names	<table><tr><td colspan="8"></td></tr><tr><td colspan="8"></td></tr><tr><td colspan="8"></td></tr></table>																																
4	Date of Birth	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																
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	Postcode	<table border="1" style="width: 100%; height: 25px;"> <tr><td></td></tr> </table>															
7	Date of application for approval of the programme (dd/mm/yyyy)	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> </table>															
8	Details of Money Adviser for applicant Surname First Names	<table border="1" style="width: 100%; height: 100%;"> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> </table>															
9	Money adviser case reference	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> </table>															
10	Name of Organisation Business Address Postcode Business phone number E-mail address	<table border="1" style="width: 100%; height: 100%;"> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> </table> <table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> </table> <table border="1" style="width: 100%; height: 25px;"> <tr><td></td></tr> </table>															

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11 Debt due to creditor

Description of debt (include creditor account or reference number)	Amount owed	Interest, charges and expenses	Total amount due	Period for which debt due
(Continue to list all debts due to the creditor, if more than one)				
Payment offer				£
(Specify amount offered in respect of each debt, if more than one)				
Payment frequency (select as appropriate)				
	Weekly			
	Fortnightly			
	Monthly			
	4 Weekly			
Period in which debt(s) will be paid under proposed programme				

12 Payment distributor details

Name of payments distributor

Declaration by Money Adviser

13 You are requested to consent to payment of the debt(s) due to you set out in section 10 as stated in that section

Signature, or name of person intimating this form

Date

IMPORTANT INFORMATION FOR CREDITORS

A fair and reasonable debt payment programme will be approved under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002, and the Debt Arrangement Scheme (Scotland) Regulations 2004. If approved, the debt payment programme will protect the applicant from enforcement action, or from sequestration, by you. You should seek legal advice before responding to this Notification.

You do not need to consent to the payment offer by the applicant. You are also entitled to object to the debt payment programme. The grounds of objection are that you consider that the applicant should be sequestrated, or is in possession of heritable property with a substantial unsecured value.

If you wish to refuse consent, or to object, then you must contact the money adviser stated in this Notification within 21 days of the date of this Notification. If you do not contact the money adviser then you will be deemed to consent to the proposed debt payment programme.

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Regulation 31(4) and 35(2)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 5 NOTIFICATION OF APPROVAL OF A DEBT PAYMENT PROGRAMME

1	<p>Creditor</p> <p>Name of company or firm (or, if appropriate)</p> <p>Surname</p> <p>First Name</p> <p>Other Names</p>	<div style="height: 25px; border-bottom: 1px solid black;"></div> <div style="height: 25px; border-bottom: 1px solid black;"></div> <div style="height: 25px; border-bottom: 1px solid black;"></div>								
	<p>Address</p>	<div style="height: 25px; border-bottom: 1px solid black;"></div> <div style="height: 25px; border-bottom: 1px solid black;"></div> <div style="height: 25px; border-bottom: 1px solid black;"></div>								
	<p>Postcode</p>	<div style="height: 25px; border-bottom: 1px solid black;"></div>								
2	<p>Debtor</p> <p>Surname</p> <p>First Name</p> <p>Other Names</p>	<div style="height: 25px; border-bottom: 1px solid black;"></div> <div style="height: 25px; border-bottom: 1px solid black;"></div> <div style="height: 25px; border-bottom: 1px solid black;"></div>								
	<p>Date of Birth</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> </table>								

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Home Address	<div></div> <div></div> <div></div>
Postcode	<div></div>
Business Address (if applicable)	<div></div> <div></div> <div></div>
Postcode	<div></div>
3 Date of Approval (dd/mm/yyyy)	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>
4 Money Adviser Surname	<div></div>
First Name(s)	<div></div>
Money adviser case reference	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>
Name of Organisation	<div></div>
Business Address	<div></div> <div></div> <div></div>
Postcode	<div></div>
Business phone number	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>
E-mail address	<div></div>

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5 Debt

Description of debt
(include any creditor
account or reference
number)

Amount owed

**Interest, charges
and expenses**

Total amount due

(Continue to list all debts due to the creditor, if more than one)

Approved Payment

£

(Specify amount approved in respect of each debt, if more than one)

Payment frequency

(select as appropriate)

Weekly

Fortnightly

Monthly

4 Weekly

**Period in which debt(s)
will be paid under
proposed programme**

Discretionary conditions
attached to the programme
(if any)

6 Payments Distributor

Name of payments distributor

7 Notification

You are notified that the
debtor specified in this notice
is taking part in a debt
payment programme approved
under the Debt Arrangement
Scheme (Scotland)
Regulations 2004

Signature,
or name of
person
sending this
notice

Date

IMPORTANT INFORMATION FOR CREDITORS

The debt arrangement scheme is constituted under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002. The Debt Arrangement Scheme (Scotland) Regulations 2004 specify the circumstances in which a debt payment programme may be approved under that scheme. An approved debt payment programme protects the applicant from enforcement action, or from sequestration, by most creditors. You may wish to obtain legal advice about the effect of such approval in general, and of this notice in particular.

Regulation 33(1)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 6 **PAYMENT INSTRUCTION TO EMPLOYER**

1	Date of Instruction (Dd/mm/yyyy)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																								
2	Unique CMS Identifier	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																								
3	Payment amount	<table border="1"><tr><td>£</td><td></td></tr></table>	£																																							
£																																										
4	Employee/debtor details																																									
	Surname	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																								
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	Pay reference (If known)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																								
	National Insurance No	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																								
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5	Employer details	
	Name of company or firm (and/or if appropriate)	<div style="border: 1px solid black; height: 20px;"></div>
	Surname	<div style="border: 1px solid black; height: 20px;"></div>
	First Name	<div style="border: 1px solid black; height: 20px;"></div>
	Business address	<div style="border: 1px solid black; height: 20px;"></div>
		<div style="border: 1px solid black; height: 20px;"></div>
		<div style="border: 1px solid black; height: 20px;"></div>
		<div style="border: 1px solid black; height: 20px;"></div>
	Daytime Telephone No	<div style="border: 1px solid black; display: flex; justify-content: space-between; padding: 0 5px;"> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> <div style="width: 20px; height: 20px;"></div> </div>
6	Money Adviser	
	Surname	<div style="border: 1px solid black; height: 20px;"></div>
	First Name(s)	<div style="border: 1px solid black; height: 20px;"></div>
	Organisation name and business address	<div style="border: 1px solid black; height: 20px;"></div>
		<div style="border: 1px solid black; height: 20px;"></div>
		<div style="border: 1px solid black; height: 20px;"></div>
		<div style="border: 1px solid black; height: 20px;"></div>
7	Payment Distributor	
	Name	<div style="border: 1px solid black; height: 20px;"></div>
	Business address	<div style="border: 1px solid black; height: 20px;"></div>
		<div style="border: 1px solid black; height: 20px;"></div>
		<div style="border: 1px solid black; height: 20px;"></div>

The employee/debtor specified in section 4 instructs you to deduct the sum specified in section 3 from the net earnings of the employee/debtor from the next payday and at each payday thereafter, and pay it as soon as reasonably practicable to the payment distributor specified in section 7, quoting the Unique Reference Number on this mandate.

Deductions should be made until the total sum of £(insert amount) has been paid, or until notice of recall of this instruction if earlier.

It is your duty under section 6 of the Debt Arrangement and Attachment (Scotland) Act 2002 to comply with this instruction. You are entitled, by virtue of regulation 33 of the Debt Arrangement Scheme (Scotland) Regulations 2004 to charge a fee equivalent to the fee chargeable under section 71 of the Debtors (Scotland) Act 1987.

Signature, or name of person giving
this notice

Date

Regulation 35(1)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 7 NOTICE OF RECALL OF AN ARRESTMENT

1	Date (dd/mm/yyyy)	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
2	Unique CMS Identifier	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
3	Debtor Surname	<table><tr><td></td></tr></table>										
	First Name	<table><tr><td></td></tr></table>										
	Other Names	<table><tr><td></td></tr></table>										
	Home Address (include business address, if applicable)	<table><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr></table>										
4	Money Adviser Surname	<table><tr><td></td></tr></table>										
	First Name(s)	<table><tr><td></td></tr></table>										

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

Organisation name and
business address

- 5 Party in possession of the
funds or property

Surname, or name of firm and
company
First Name(s)
(if applicable)

Organisation name and
business address

- 6 Details of funds or property
arrested

Account No, if any

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

- 7 Date of Arrestment
(dd/mm/yyyy)

--	--	--	--	--	--	--	--	--	--

A debt payment programme has been approved for the above named debtor in terms of the Debt Arrangement Scheme (Scotland) Regulations 2004. The arrestment specified in this notice has been RECALLED in terms of regulation 35(1)(a) of those Regulations.

Signature, or name of person giving
this notice

Date

Regulation 37(5)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 8 APPLICATION FOR VARIATION OF A DEBT PAYMENT PROGRAMME

SECTION 1

1	Date of Application (dd/mm/yyyy)	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="width: 12.5%; height: 25px;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td></tr></table>										
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3	Debtor Surname	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr></table>										
	First Name	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr></table>										
	Other Names	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr></table>										
	Date of Birth	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="width: 12.5%; height: 25px;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td><td style="width: 12.5%;"></td></tr></table>										
	Home Address	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr><tr><td style="height: 25px;"></td></tr><tr><td style="height: 25px;"></td></tr><tr><td style="height: 25px;"></td></tr></table>										
	Business Address (if applicable)	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr><tr><td style="height: 25px;"></td></tr><tr><td style="height: 25px;"></td></tr><tr><td style="height: 25px;"></td></tr></table>										
4	Money Adviser Surname	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr></table>										
	First Name(s)	<table border="1" style="border-collapse: collapse; width: 100%;"><tr><td style="height: 25px;"></td></tr></table>										

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

Organisation name and
business address

Daytime Telephone No

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SECTION 2

- 5 Grounds of variation
There is agreement between
the debtor and each creditor
taking part in the programme

Yes

☐

No

☐

- 6 There is agreement between
the debtor and any creditor to
discharge or waive any sum or
interest

Yes

☐

No

☐

- 7 There is a material change in
the circumstances of the
debtor

Yes

☐

No

☐

- 8 A debt has been omitted from
the programme due to mistake,
oversight or other reasonable
cause

Yes

☐

No

☐

- 9 A former future or contingent
debt is now quantified and due
for payment

Yes

☐

No

☐

- 10 The debtor requires credit for
an essential requirement

Yes

☐

No

☐

- 11 Provide full details in respect
of each of Q 5 to 10 where the
answer is yes, including
details of proposed changes to
the payment or period of the
programme

--

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

SECTION 3

- 12 Use this section to provide any further information considered relevant to the application for variation

SECTION 4

- 13 In a debtor application, a copy of this form has been given to each creditor taking part in the debt payment programme

Yes ☐ No ☐

- 14 In a creditor application, a copy of this form has been given to the debtor, and to each creditor taking part in the programme

Yes ☐ Yes ☐

(An application for variation may not be considered by the DAS administrator unless you answer yes to both Q 13 and 14)

SECTION 5

Declaration by money adviser

(Only applies where the debtor is applying for variation)

- 15 I confirm that I have given the debtor money advice in respect of the variation sought, in accordance with section 3(1) of the Debt Arrangement and Attachment (Scotland) Act 2002

Signature

- 16 Signature of applicant
I/we apply for approval of the variation of the debt payment programme, as set out in this application

Signature

Regulation 40 (4)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 9NOTIFICATION TO CREDITOR OF DETERMINATION OF VARIATION

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

1	Unique CMS identifier	
2	Creditor	
	Surname, or name of firm or company	
	First Name(s)	
	Business Address	
	Postcode	
	Account or Reference No	
3	Debtor	
	Surname	
	First Name	
	Other Names	
	Home and (if applicable) Business Address	
	Postcode	
4	The DAS Administrator has	
	Approved the variation to the debt payment programme	
	The varied programme will commence with effect from	
	Expected completion date of debt payment programme	

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

The amended payment rate (if applicable)	<input type="text"/>								
Conditions attached to the debt payment programme (if any)	<input type="text"/>								
Rejected the variation to the debt payment programme	<input type="checkbox"/>								
Reason(s) for the rejection is/are	<input type="text"/>								
5 Money Adviser Surname	<input type="text"/>								
First Name	<input type="text"/>								
Organisation name and business address	<input type="text"/>								
	<input type="text"/>								
	<input type="text"/>								
Postcode	<input type="text"/>								
6 Date notification issued by Money Adviser	<table><tr><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td><td><input type="text"/></td></tr></table>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		

Regulation 42(2)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 10APPLICATION FOR REVOCATION OF A DEBT PAYMENT PROGRAMME

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

1	Date of Application (Dd/mm/yyyy)	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
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	Date of Birth	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
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	Business Address (If applicable)	<table><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr></table>										
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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Organisation name and
business address

Daytime Telephone No

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5 Date of approval of debt
Payment programme
(dd/mm/yyyy)

--	--	--	--	--	--	--	--

6 Applicant
Surname

--

First Name

--

Other Names

--

Address

The applicant is the debtor

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

The applicant is a creditor

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

The Debtor has a money
adviser

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

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

7 Grounds for revocation

(References are to regulations of the Debt Arrangement Scheme (Scotland) Regulations 2004)

- | | | |
|---|-------------------------------------|------------------------------------|
| <p>A The debtor has failed without reasonable cause to satisfy a condition under Regulation 26</p> | <p>Yes <input type="checkbox"/></p> | <p>No <input type="checkbox"/></p> |
| <p>(a) To make all payments under a programme as they fall due</p> | <p>Yes <input type="checkbox"/></p> | <p>No <input type="checkbox"/></p> |
| <p>(b) To pay a continuing liability when due for payment</p> | <p>Yes <input type="checkbox"/></p> | <p>No <input type="checkbox"/></p> |
| <p>(c) Except for a continuing liability, to make no additional payment to a Creditor taking part in a programme</p> | <p>Yes <input type="checkbox"/></p> | <p>No <input type="checkbox"/></p> |
| <p>(d) To not seek or obtain credit beyond that permitted by regulation 35(1)(b) or by a variation of a programme under regulation 39</p> | <p>Yes <input type="checkbox"/></p> | <p>No <input type="checkbox"/></p> |
| <p>(e) To notify the Money Adviser for a programme of any</p> | <p>Yes <input type="checkbox"/></p> | <p>No <input type="checkbox"/></p> |
| <p>(i) Change of address; and</p> | | |
| <p>(ii) Material change of circumstances</p> | | |
| <p>(f) To supply the Money Adviser for a programme with any information or documentation</p> | <p>Yes <input type="checkbox"/></p> | <p>No <input type="checkbox"/></p> |

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

- B The debtor has failed without reasonable cause to satisfy a condition under Regulation 30
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|
- (a) That the debtor shall realise and distribute amongst the creditors the value of any asset
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|
- (b) That the debtor shall sign and deliver a payment instruction to an employer
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|
- (c) That the debtor shall seek agreement from a creditor to pay a continuing liability under regulation 34
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|
- (d) That the debtor shall complete and return when due a tax or duty return or declaration
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|
- (e) That the debtor shall maintain an emergency fund
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|
- (f) That the debtor is in breach of any other condition of the programme
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|
- C The debtor has made a statement in an application under the Regulations which the debtor knows to be untrue
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|
- D An instalment due under the programme is due, and there remains unpaid a sum, due under previous instalments, of not less than the aggregate of two instalments
- | | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

Use this space to provide any further information considered relevant to the application for revocation

Application

I/we apply for revocation of the debt payment programme, as set out in this application

Signature, or name and designation of person making this application

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

Regulation 45(3) and (4)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 11 **NOTICE OF REVOCATION**

1	Date (dd/mm/yyyy)	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 12.5%; height: 25px;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> </tr> </table>										
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3	Debtor Surname	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="height: 25px;"></td> </tr> </table>										
	First Name	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="height: 25px;"></td> </tr> </table>										
	Other Names	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="height: 25px;"></td> </tr> </table>										
	Home Address	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="height: 25px;"></td> </tr> <tr> <td style="height: 25px;"></td> </tr> <tr> <td style="height: 25px;"></td> </tr> <tr> <td style="height: 25px;"></td> </tr> </table>										
4	Creditor Surname	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="height: 25px;"></td> </tr> </table>										
	First Name	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="height: 25px;"></td> </tr> </table>										
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Organisation name and business address	

5	Date of approval of programme (dd/mm/yyyy)							
---	---	--	--	--	--	--	--	--

6	Date programme revoked (dd/mm/yyyy)							
---	--	--	--	--	--	--	--	--

7	Reason(s) programme revoked							
---	-----------------------------	--	--	--	--	--	--	--

8	Date notice of revocation issued by money adviser or DAS administrator (dd/mm/yyyy)							
---	--	--	--	--	--	--	--	--

IMPORTANT INFORMATION

The debt arrangement scheme is constituted under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002. The Debt Arrangement Scheme (Scotland) Regulations 2004 specify the circumstances in which a debt payment programme may be revoked under that scheme. An approved debt payment programme protects the applicant from enforcement action, or from sequestration, by most creditors. On revocation, those protections cease to apply. You may wish to obtain legal advice about the effect of such revocation in general, and of this notice in particular.

Regulation 47

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 12REPORT OF COMPLETION BY A PAYMENTS DISTRIBUTOR

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

1	Date of Report (dd/mm/yyyy)	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> </table>												
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3	Debtor Surname First Name Other Names Home Address	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> </table>												
4	Money Adviser Surname First Name Other Names Organisation name and business address	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> </table>												
5	Payments Distributor Name of firm or company Address	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> <tr><td style="height: 25px;"></td></tr> </table>												
6	Date of approval of Debt Payment Programme (dd/mm/yyyy)	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> </table>												
7	Date Debt Payment Programme completed (dd/mm/yyyy)	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> </table>												

Regulation 48(1)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 13 **NOTICE OF COMPLETION BY MONEY ADVISER**

1	Date of Notice (dd/mm/yyyy)	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
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4	Money Adviser Surname	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
	First Name(s)	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
	Organisation name and business address	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
	Daytime Telephone No	<div style="display: flex; justify-content: space-between; width: 100%;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div>
	Debt payment programme	
5	Date of approval of programme	<div style="display: flex; justify-content: space-between; width: 100%;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div>
6	Amount of debt included in programme	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>
7	A report has been received from the payment distributor advising that the Debt Approval programme was completed	<div style="display: flex; justify-content: space-around; align-items: center;"> <div>Yes <input style="width: 40px; height: 20px;" type="checkbox"/></div> <div>No <input style="width: 40px; height: 20px;" type="checkbox"/></div> </div>
8	The creditors in the Debt Approval programme have agreed in writing to completion before the end of the period of the programme	<div style="display: flex; justify-content: space-around; align-items: center;"> <div>Yes <input style="width: 40px; height: 20px;" type="checkbox"/></div> <div>No <input style="width: 40px; height: 20px;" type="checkbox"/></div> </div>
9	Use this space to provide any other information relevant to the completion of the programme	<div style="border: 1px solid black; height: 60px; width: 100%;"></div>

Regulation 49(1)

The Debt Arrangement Scheme (Scotland) Regulations 2004
FORM 14CONFIRMATION OF COMPLETION BY DAS ADMINISTRATOR

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1	Date (Dd/mm/yyyy)	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
2	Unique CMS Identifier	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										
3	Debtor Surname	<table><tr><td></td></tr></table>										
	First Name	<table><tr><td></td></tr></table>										
	Other Names	<table><tr><td></td></tr></table>										
	Home Address	<table><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr></table>										
	Business Address (If applicable)	<table><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr><tr><td></td></tr></table>										
4	Money Adviser Surname	<table><tr><td></td></tr></table>										
	First Name(s)	<table><tr><td></td></tr></table>										

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Organisation name and
business address

Daytime Telephone No

--	--	--	--	--	--	--	--	--	--	--	--

5 Date of approval of
programme
(dd/mm/yyyy)

--	--	--	--	--	--	--	--

6 Date of completion of
programme
(dd/mm/yyyy)

--	--	--	--	--	--	--	--

The Debt Arrangement Scheme (Scotland) Regulations 2004 provide for repayment of debts under debt payment programmes approved by the DAS administrator. The debt payment programme specified in this notice has been completed on payment of the debts in the programme

Regulation 49 (2)

The Debt Arrangement Scheme (Scotland) Regulations 2004
**FORM 15NOTIFICATION TO CREDITOR OF COMPLETION OF A DEBT PAYMENT
PROGRAMME**

1 Unique CMS Identifier

--	--	--	--	--	--	--	--	--	--	--	--

2 Debtor
Surname

--

First Name

--

Other Names

--

Home Address

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	Postcode	<input type="text"/>
	Business address (if appropriate)	<input type="text"/> <input type="text"/> <input type="text"/>
	Postcode	<input type="text"/>
3	Creditor Surname, or name of firm or company	
	Business address	<input type="text"/> <input type="text"/> <input type="text"/>
	Postcode	<input type="text"/>
	Account or other reference number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
4	Money adviser Surname	<input type="text"/>
	First Name(s)	<input type="text"/>
	Organisation name and business address	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Postcode	<input type="text"/>
5	Date of approval of programme	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
6	Sum repaid under programme	£ <input type="text"/>
7	Date of completion of programme	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Date (dd/mm/yyyy)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>