

**IN THE SMALL CLAIMS TRIBUNAL OF THE
HONG KONG SPECIAL ADMINISTRATIVE REGION**

Claim No. SCTC

OF 20

BETWEEN

Claimant

and

Defendant

To the Bailiff of the our said Tribunal:

WHEREAS in the above named claim it was on the _____ day of _____, 20____
adjudged/ordered that the Defendant, _____ do pay
the Claimant, _____ \$ _____ and
\$ _____ costs together with interest on \$ _____ at judgment rate/the rate of _____ per cent per
annum from the _____ day of _____, 20____ to the _____ day of _____, 20____ /until
payment.

It is required that of the goods, chattels and other property of the Defendant
of _____

authorized by law to be seized in execution you cause to be made the sum of \$ _____ and
\$ _____ for costs of execution together with interest on \$ _____ at judgment rate/the rate
of _____ per cent per annum from the _____ day of _____, 20____ to the _____ day
of _____, 20____ /until payment (together with bailiff's fees, costs of levying and all other legal,
incidental expenses) and that immediately after execution of this writ you pay the Claimant in pursuance of the
said judgment/order the amount levied in respect of the said sums and interest.

And it is also required that you indorse on this writ immediately after execution thereof a
statement of the manner in which you have executed it and send a copy of the statement to the Claimant,
of _____

WITNESS The Honourable _____
Appeal, Hong Kong Special Administrative Region, the _____ day of _____, 20____ .

_____, Chief Justice of Court of Final

Registrar
Small Claims Tribunal

**IN THE SMALL CLAIMS TRIBUNAL OF THE
HONG KONG SPECIAL ADMINISTRATIVE REGION**

Issued the day ,20

Claimant

and

Defendant

WRIT OF FIERI FACIAS

Section 32 of the Small Claims Tribunal Ordinance

and

Order 45 of the Rules of the District Court

Date of Judgment:

Date of Claim:

AMOUNT

Judgment..... \$

Costs..... \$

\$

**To be filled in by staff
of Registry**

Costs and Expenses of Execution \$

Watchmen's fees at \$

\$ per men per day for

men

and days

\$

Note---This writ is to be returned into the
Registry immediately after the execution thereof,
with a memorandum endorsed thereon of the date
and mode of execution.

To: Chief Bailiff (Ops) / Asst Chief Bailiff (HK / Kln / NT)

SCTC Claim No. _____

Would you please proceed with execution in the manner indicated as follows:

- * (a) Seize the defendant's goods and chattels with court watchmen.
- * (b) Execute the Writ of Fi Fa / Warrant of Distress in accordance with the Waiver System under which security guards will be deployed to the location of successful seizure by Bailiff. I / We disclaim all legal liabilities against the Bailiff on my request for this arrangement.
- * (c) Execute the Writ of Possession / Writ of Possession & Fi. Fa. Combined and I / We shall acknowledge receipt and keep safe custody of the goods and chattels found on the premises, if there are any.
- * (d) Seize the defendant's goods and chattels at the following address(es):

- * (e) I / We wish to accompany the Bailiff when he or she proceeds to execution.
Please contact Mr / Miss / Madam _____ at telephone No. _____ for appointment of execution.
I / We wish to make an appointment by facsimile machine. Please fix an appointment date and inform me / us at Fax No. _____. I / We understand that the date is confirmed if I / we raise no objection.
- * (f) I / We decline to exercise our right to accompany the Bailiff when he or she proceeds to execution, and I / we understand that should there be disagreement on the Bailiff's appraisal of the value of the defendant's goods and chattels, I / we would lose the opportunity to give on the spot instructions to the Bailiffs.
- * (g) I / we undertake to pay the necessary costs involved in effecting a seizure when the execution costs cannot be defrayed from the proceeds of sale realised from the defendant's goods and chattels.
In the event that the goods and chattels cannot be sold at the reserve price, Mr / Miss / Madam _____ is available at telephone No. _____ for urgent contact and instruction.

I / We understand that the Bailiff Office will postpone the Sale if they are unable to contact me/us for instruction in the course of auction. I / We also understand that I / we have to pay the cost incurred in connection with the postponement of the auction if I / we cannot be contacted through the aforesaid telephone number to give urgent instructions.

Claimant

Date:

* Please tick wherever appropriate

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Appointment of Execution

Please call at HK / KLN / NT / ST Bailiff Office / the address given at \_\_\_\_\_ hours on \_\_\_\_\_

( )  
Senior Bailiff HK / Kln / NT  
Date: