

Vancouver – 4508 Beedie Street, Burnaby, BC V5J 5L2

Phone: 604-434-7279

Fax: 604-431-7202

Email: BC@ccebailiff.ca

Website: www.ccebailiff.ca/bc

Date: _____ **Your reference #:** _____ **Contact:** _____

Defendant/Respondent Name: _____

Defendant/Respondent Address: _____

Contact Name (s): _____ Phone No.: _____

Instructions

We hereby confirm that we have the right to instruct you to enforce the attached court order and therefore instruct you as follows (provide your instructions in the place provided below):

Attachments

- Original, plus two filed copies of the Order
- Deposit (minimum \$350)

The Customer agrees to pay for all services performed and invoiced by Consolidated within 30 (thirty) days of the invoice date. The Customer agrees to pay to Consolidated interest on overdue amounts at the rate of 18% (eighteen percent) per annum, calculated annually, not in advance. The Customer grants a security interest in all of its present and after-acquired personal property to Consolidated to secure any or all amounts owed by the Customer to Consolidated. The Customer agrees to pay deposits or make other advance payments for civil enforcement services as may be requested by Consolidated.

Instructing Party (Legal Name of Company or Person): _____

Address: _____

Phone: _____ **Fax:** _____ **Email:** _____

Authorized Signature **Name (please print)**