



Department
for Work &
Pensions

Debt Centre Trafford
Debt Management (C)
Mail Handling Site A
WOLVERHAMPTON
WV98 2DF

www.gov.uk

Telephone: 0800 916 0647

Textphone: 0800 916 0651

Account holder:

MR CHRISTOPHER JOHN
DORWARD

Your reference:

JC861359D

20/03/2025

MR CHRISTOPHER JOHN
DORWARD
4 Holst Mead
Stowmarket
IP14 1TD

Dear MR DORWARD

We have asked your employer to commence deductions from your earnings through a Direct Earnings Attachment (DEA).

The amount that can be deducted will depend on the amount of your net earnings each week or month. The rates of deduction are provided in the tables at the back of this letter.

Your employer has a duty to inform you in writing of the amount of the deduction including any amount for administrative costs.

Deductions will continue until the balance of the debt has been repaid.

Legal responsibilities

You are legally required to notify us in writing within seven days if:

- you leave your current employment
- you become re-employed

Such a notification must include:

- the name and address of your new employer(s)
- the amount of your earnings or expected earnings
- your place of work, the nature of your work, and any staff number, payroll number or similar identifying reference number

Direct Earnings Attachment

A Direct Earnings Attachment allows us to recover the money owed to us by asking your employer to make deductions from your earnings and to pay those deductions to us.

The law allows us to do this without applying to a civil court and your employer is legally bound to comply if requested to do so.

**We have many different
ways we can
communicate with you.**

If you would like braille,
British Sign Language, a
hearing loop,
translations, large print,
audio or something else
please tell us using the
phone number at the top
of this letter.

Opening times:

Monday to Friday 8am to
7.30pm

Please turn over

MR CHRISTOPHER JOHN DORWARD

Regulations provide that a proportion of your earnings are protected. This is calculated at 60% of net earnings.

The amount your employer will take each time you are paid will depend on the amount of your earnings and could be up to 20% of your net earnings.

Your employer may also charge you an administration fee; this will not exceed £1.00 for each payment deducted from your earnings.

Help and advice

For further information please contact us using the telephone number at the top of this letter.

If you would like independent advice on this matter you can contact a Citizens Advice Bureau, Welfare Rights Unit or the Community Legal Service. You can ask any of these organisations to contact us on your behalf.

Yours sincerely,

Operations Manager

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AMOUNTS TO BE DEDUCTED BY EMPLOYER**TABLE A: where earnings are paid weekly**

Amount of net earnings	Deduction (percentage of net earnings)
Less than or exactly £100.00	NIL
Exceeding £100.00 but not exceeding £160.00	3
Exceeding £160.00 but not exceeding £220.00	5
Exceeding £220.00 but not exceeding £270.00	7
Exceeding £270.00 but not exceeding £375.00	11
Exceeding £375.00 but not exceeding £520.00	15
Exceeding £520.00	20

TABLE B: where earnings are paid monthly

Amount of net earnings	Deduction (percentage of net earnings)
Less than or exactly £430.00	NIL
Exceeding £430.00 but not exceeding £690.00	3
Exceeding £690.00 but not exceeding £950.00	5
Exceeding £950.00 but not exceeding £1160.00	7
Exceeding £1160.00 but not exceeding £1615.00	11
Exceeding £1615.00 but not exceeding £2240.00	15
Exceeding £2240.00	20

Please turn over

Treating people fairly

We are committed to the Equality Act 2010 and treating people fairly. To find out more about this law, search 'Equality' on www.gov.uk

Call charges

Calls to 0800 numbers are free from UK personal mobiles and landlines. Check with your phone provider to find out costs if you're calling another number, or calling from abroad.

Why DWP needs personal information and how we treat it

We treat personal information carefully. We may use it for any of our purposes. To learn more about information rights and how we use information, please visit our DWP Personal Information Charter at www.gov.uk/dwp/personal-information-charter



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Fax:
Textphone: 0800 916 0651

FAO Payroll Manager (only)

VUCITY LIMITED
THE WHITEHOUSE
9A BELVEDERE ROAD
LONDON
SE1 8GA

Account Holder:
MR CHRISTOPHER JOHN DORWARD
Reference Number: JC861359D
Date: 20/03/2025

Dear Sir/Madam

Direct Earnings Attachment (DEA) notice

This is a Direct Earnings Attachment notice for MR CHRISTOPHER JOHN DORWARD. They owe money to the Department for Work and Pensions and we need you to deduct it from their net pay and send it to us. We have sent them a copy of this notice.

You are legally required to make deductions and pay the amounts to us.

Employee :	MR CHRISTOPHER JOHN DORWARD
National Insurance number:	JC861359D (our reference)
Staff payroll or reference number:	145
DEA rate:	standard rate
Total amount to be recovered:	£262.49
Home address:	4 Holst Mead Stowmarket IP14 1TD

Find out how to calculate DEAs at www.gov.uk/make-benefit-debt-deductions

Yours faithfully

E Ockwell
Operations Manager

Please turn over

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