



Certificated Bailiffs &  
High Court Enforcement

[www.dcb ltd.com](http://www.dcb ltd.com)

**North West** - Direct House, Greenwood Drive, Manor Park, Runcorn,  
Cheshire, WA7 1UG

T. 01606 780510 F. 01606 783702

**London** - Temple House, 221-225 Station Road, Harrow, Middlesex, HA1 2TH  
T. 0203 298 0201

**Birmingham** - Colmore Plaza, 20 Colmore Circus, Queensway, Birmingham,  
B4 6AT

T. 0121 279 2033

**Scotland** - Barncluith Business Centre, Townhead Street, Hamilton, ML3 7DP  
T. 0141 283 2098

**Wales** - Sophia House, 28 Cathedral Road, Cardiff, CF11 9LJ

T. 02920 538137

## Direct Collection Bailiffs Ltd Trace Instruction

Details of Person Requesting Trace
Forename :
Surname :
Contact Number :
Contact Email :
Address :
Postcode :
Details of Person Being Traced
Reference No :
Debtor's Forename(s) :
Debtor's Surname(s) :
Date of Birth (very helpful if available) :
Age Range :
Alias(s) :
Last known address :
Debt Address (if different from other addresses on file) :
Last Known Employment Details :
Tel. No. :
Mobile. No. :
Fax. No. :
Relations :
Additional Information :
Date Instructed :