

1. Arrears Notification

7 Days No Payment

1

2. Final Demand

10 Days No Payment

2

3. Summons Issued

Where quantum exceeds R5 000

Receive Case Number from the Clerk of the Court

3

4. Summons - Sheriff

Summons is sent to the Sheriff for service on the Debtor

4

5. Summary Judgment

Notice to Defend Received, no valid defence

8

6. Default Judgment

No Notice to Defend Received

7

7. Summons Not Served

Tracers Instructed

6

8. Summons Served

Positive Return of Service received from the Sheriff

5

9. Warrant of Execution - Movables

Movable property attached to be sold on auction

9

10. Warrant of Execution - Immovables

Where no movable property available / insufficient to cover debt

10



Please Note:

Timelines in this process are merely a guide and may vary due to the fact that we are relying on officers of the court i.e. The clerk, magistrate and sheriff for the issuing and serving of processes.