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SCHEDULE 2

FORMS FOR INSERTION INTO SCHEDULE 2 TO THE PRINCIPAL RULES

PART A

FORMS FOR USE IN CONNECTION WITH ADMINISTRATION

Rule 2.002

Form 2.01B

Administration Application

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company

IN THE MATTER OF* _____ Company No _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full
name(s) of applicant(s)

1. The application of (a) _____ being

*Delete as applicable

*(i) the company, in reliance on paragraph 13(1)(a) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 ("the Schedule")

*(ii) the directors, in reliance on paragraph 13(1)(b) of the Schedule

(b) Name(s) of all creditors
applying

*(iii) a creditor / a creditor presenting this application on behalf of himself and the following creditors of the company: (b) _____, in reliance on paragraph 13(1)(c) of the Schedule

(c) Give details of charge relied
on, date registered, (if any)
financial limit

*(iv) a holder of a qualifying floating charge, in reliance on paragraph 36 of the Schedule:
(c) _____

*(v) a holder of a qualifying floating charge, in reliance on paragraph 38 of the Schedule:
(c) _____

*(vi) the liquidator of the company, in reliance on paragraph 39 of the Schedule

*(vii) the chief clerk in the exercise of the power conferred by section 35(4A) of the Criminal Justice Act (Northern Ireland) 1945

*(viii) a clerk of the petty sessions, in the exercise of the power conferred by Article 92A of the Magistrates' Courts (Northern Ireland) Order 1981

*(ix) the supervisor of a company voluntary arrangement, in reliance on Article 20(4)(b) of the Insolvency (Northern Ireland) Order 1989

(d) Insert name of company subject
to application

2. (d) _____ ("the company") was incorporated

(e) Insert date of incorporation

on (e) _____ under (f) _____, and

(f) Insert title of Companies Act or
Order under which company was
incorporated

the registered number of the company is (g) _____.

(g) Insert registered number
(h) Insert address of registered
office

3. The registered office of the company is at (h) _____

(j) Insert amount of nominal capital
and how it is divided

4. The nominal capital of the company is (j) £ _____ divided into _____ shares of £ _____ each.
The amount of the capital paid up or credited as paid up is (k) £ _____

(k) Insert amount of capital paid up
or credited as paid up

5. The principal business which is carried on by the company is:

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Form 2.01B contd.

*Delete as applicable 6. The company *is / is not *an insurance undertaking / credit institution / an investment undertaking providing services involving the holding of funds or securities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.

*Delete as applicable 7. For the reasons stated in the *affidavit / witness statement in support of this application it is considered that the EC Regulation *will / will not apply. If it does apply, proceedings will be (l) _____ proceedings as defined in Article 3 of the EC Regulation.
(l) Insert whether main, secondary or territorial proceedings

*Delete as applicable 8. *The applicant(s) believe(s) that the company is or is likely to become unable to pay its debts for the reasons stated in the *affidavit / witness statement in support attached to this application.
(* Delete this paragraph if application is in reliance on paragraph 36 of Schedule B1)

9. The applicant(s) propose(s) that during the period for which the order is in force, the affairs, business and property of the company be managed by
(m) _____
(m) Insert full name(s) and address(es) of proposed administrator(s)
whose statement(s) in Form 2.02B is / are attached to this application.

10. An affidavit / witness statement in support of this application is attached.

*Delete as applicable 11. The *applicant's / applicant's solicitor's address for service is (n) _____
(n) Insert address for service - where applicant is company or directors this must be the registered office of the company unless special reason to contrary

12. The applicant(s) therefore request(s) as follows:-

(1) that the court make an administration order in relation to (d) _____
(o) Insert full name(s) of proposed administrator(s)
(2) that (o) _____

be appointed to be the administrator(s) of the said company
(p) Insert details of any ancillary orders sought
(3) (p) _____

or
(4) that such other order may be made as the court thinks appropriate.

*Delete as applicable Signed _____
*Applicant / applicant's solicitor
(If signing on behalf of firm or company state position or office held)

Dated _____

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Form 2.01B contd.

Endorsement to be completed by the court	
This application having been presented to the court on _____ will be heard at the Royal Courts of Justice, Chichester Street, Belfast, BT1 3JF	
on:	_____

Date	_____ at _____
Time	_____ hours
(or as soon thereafter as the application can be heard)	
The solicitor to the applicant is:—	
Name	_____
Address	_____

Telephone Number:	_____
Reference	_____
Fax Number (if any)	_____
Reference	_____

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Rule 2.003

Form 2.02B

Statement of Proposed Administrator

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company

IN THE MATTER OF * _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert name and address of proposed administrator

1. I
(a) _____

hereby certify that I am authorised under the provisions of Part XII of the Insolvency (Northern Ireland) Order 1989 to act as an insolvency practitioner.

I.P. No.: _____

Name of Regulatory Body:

(b) Insert name of company

2. I consent to act as administrator of (b)

* Delete as applicable

("the company") in accordance with the *application / notice of appointment of

(c) Insert name of person presenting administration application or making the appointment

(c) _____

(d) Insert date of application or appointment

dated (d) _____

3. I am of the opinion that the purpose of administration is reasonably likely to be achieved.

* Delete as applicable

4. I *have / have not had any prior professional relationship with the company.

(I attach to this Statement a short summary of any prior professional relationship(s) with the company.)

Signed _____

Dated _____

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Rule 2.009

Form 2.03B

Affidavit of Service of Administration Application

No.

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company IN THE MATTER OF* _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full name and address of person making affidavit I, (a) _____

*Delete as applicable *the applicant / acting on behalf of the applicant state on oath:

1. That I did on _____ day the _____ day of _____ 20 _____, serve the above-named company with a copy of the administration application duly sealed with the seal of the court and its supporting documents by leaving the same at the registered office of the said company at (b) _____

(b) Insert the address stated in the application to be the company's registered office OR by posting the same on _____ day the _____ day of _____ 20 _____, by ordinary post first class mail in an envelope duly pre-paid and properly addressed to the said company at its registered office at (b) _____

2. That I did on _____ day the _____ day of _____ 20 _____, serve (c) _____ a person who has appointed or is [or may be] entitled to appoint an administrative receiver of the said company with a copy of the administration application duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at (d) _____

(c) Insert name (d) Insert address where served OR by posting the same on _____ day the _____ day of _____ 20 _____, by ordinary post first class mail in an envelope duly pre-paid and properly addressed to the said (c) _____ at (d) _____

3. That I did on _____ day the _____ day of _____ 20 _____, serve (c) _____ the administrative receiver of the said company with a copy of the administration application duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at (d) _____

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Form 2.03B contd.

OR by posting the same on ____ day the _____ day of _____ 20 ,
by ordinary post first class mail in an envelope duly pre-paid and properly addressed
to the said (c) _____

at (d) _____

4. That I did on ____ day the _____ day of _____ 20 ,

serve (c) _____ a holder of a
qualifying floating charge being entitled to appoint an administrator of the said company under
paragraph 15 of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 with a copy of the
administration application duly sealed with the seal of the court and its supporting documents by
leaving the same at his proper address at

(d) _____

OR by posting the same on ____ day the _____ day of _____ 20 ,
by ordinary post first class mail in an envelope duly pre-paid and properly addressed

to the said (c) _____

at (d) _____

5. That I did on ____ day the _____ day of _____ 20 ,

serve (c) _____ who has presented a petition to wind up the said
company with a copy of the administration application duly sealed with the seal of the court and its
supporting documents by leaving the same at his proper address at (d) _____

OR by posting the same on ____ day the _____ day of _____ 20 ,
by ordinary post first class mail in an envelope duly pre-paid and properly addressed

to the said (c) _____

at (d) _____

6. That I did on ____ day the _____ day of _____ 20 ,

serve (c) _____ the provisional liquidator of the said company with a
copy of the administration application duly sealed with the seal of the court and its supporting
documents by leaving the same at his proper address at (d) _____

OR by posting the same on ____ day the _____ day of _____ 20 ,
by ordinary post first class mail in an envelope duly pre-paid and properly addressed

to the said (c) _____

at (d) _____

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Form 2.03B contd.

7. That I did on _____ day the _____ day of _____ 20 _____ ,

serve (c) _____ the member State liquidator of the said company with a copy of the administration application duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at (d) _____

OR by posting the same on _____ day the _____ day of _____ 20 _____ ,
by ordinary post first class mail in an envelope duly pre-paid and properly addressed to the said
(c) _____ at (d) _____

8. That I did on _____ day the _____ day of _____ 20 _____ ,

serve (c) _____ the person proposed to be the administrator of the said company with a copy of the administration application duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at (d) _____

OR by posting the same on _____ day the _____ day of _____ 20 _____ ,
by ordinary post first class mail in an envelope duly pre-paid and properly addressed
to the said (c) _____
at (d) _____

9. That I did on _____ day the _____ day of _____ 20 _____ ,

serve (c) _____ the supervisor of the company voluntary arrangement with a copy of the administration application duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at (d) _____

OR by posting the same on _____ day the _____ day of _____ 20 _____ ,
by ordinary post first class mail in an envelope duly pre-paid and properly addressed
to the said (c) _____
at (d) _____

A sealed copy of the application and its supporting documents are now produced to me marked "A".

SWORN _____

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Rule 2.012

Form 2.04B

Administration Order

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company

IN THE MATTER OF * _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert name and address of applicant

Upon the application of (a) _____

(b) Insert date

presented to the court on (b) _____

(c) Insert name of company and address of registered office

in respect of (c) _____

and upon hearing

(d) Insert details of any other parties (including the company) appearing and by whom represented

and for (d)

and upon reading the evidence

IT IS ORDERED that during the period for which this order is in force the affairs, business and property of the company be managed by the administrator(s)

(e) Insert full name(s) and address(es) of administrator(s)

AND it is ordered that (e) _____

be appointed administrator(s) of the company.

*Delete as applicable
(f) Insert whether main, secondary or territorial proceedings

*AND the Court being satisfied on the evidence before it that the EC Regulation *does / does not *apply and that these proceedings are (f) _____ proceedings as defined in Article 3 of the EC Regulation

(g) Insert particulars of any further order made by the court

AND it is ordered that (g) _____

(h) Insert terms of order for costs

AND it is ordered that the costs of the said application (h) _____

(j) Insert date and time

This appointment shall take effect from (j) _____

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Rule 2.016

Form 2.05B

Notice of Intention to Appoint an Administrator by Holder of Qualifying Floating Charge

No. _____

IN THE MATTER OF THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company

IN THE MATTER OF* _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Name and address of holder of qualifying floating charge

1. (a) _____

_____ (“the appointor”), gives notice that it is the appointor’s intention to appoint

(b) Give name(s) and address(es) of proposed administrator(s)

(b) _____
_____ as administrator(s) of

(c) Insert name of company and address of registered office

(c) _____
_____ (“the company”)

in accordance with paragraph 15 of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 .

2. The appointor is the holder of the following qualifying floating charge which is now enforceable:

(d) Give details of charge relied on, date registered and (if any) financial limit

(d) _____

3. This notice has been given to the following person(s), who is / are each understood to be holder(s) of (a) qualifying floating charge(s) in respect of the company’s property, the said charge(s) being (a) prior floating charge(s) in accordance with paragraph 16(2) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 :

(e) Insert name(s) and address(es) of holder(s) of qualifying floating charge(s) and details of charge(s) held

(e) _____

* delete as applicable
(f) Give details of any current or outstanding insolvency proceedings

4. The company *is / is not at the date of this notice subject to insolvency proceedings,
(f) _____

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Form 2.05B contd.

Delete as applicable 5. The company *is / is not *an insurance undertaking / a credit institution / an investment undertaking providing services involving the holding of funds or securities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.

(g) Insert whether main, secondary or territorial proceedings 6. For the following reasons it is considered that the EC Regulation *will / will not apply. If it does apply, these proceedings will be (g) _____ proceedings as defined in Article 3 of the EC Regulation: _____

Signed _____
(If signing on behalf of appointor indicate capacity e.g. director/solicitor)

Dated _____

Consent of Floating Charge Holder to Appointment of Administrator(s)
(Do not detach this part of the notice)

If, having read this notice, you have no objection to the making of this appointment you can indicate your consent either by completing the details in the box below and returning a copy of this notice as soon as possible, and within two business days from receipt of this notice, or by sending details, as set out in Rule 2.017(5), of your consent in writing to the appointor at the following address:

(h) Appointor to insert address (h) _____

If your consent has not been given within two business days the appointor may make the appointment notwithstanding that you have not replied.

(j) Insert name and address (j) _____

(k) Give details of charge, date registered and (if any) financial limit being the holder of the following floating charge over the company's property:
(k) _____

consents to the appointment of the administrator(s) in accordance with the details of this notice.

Signed _____
(If signing on behalf of a firm or company state position or office held)

Dated _____

Endorsement to be completed by the court

(l) Insert date and time of filing This notice was filed (l) _____

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Rule 2.017

Form 2.06B

Notice of Appointment of an Administrator by Holder of Qualifying Floating Charge

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY).

* Insert name of company IN THE MATTER OF * _____ Company No _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Name and address of holder of qualifying floating charge **1. (a)** _____

_____ ("the appointor")

(b) Give name(s) and address(es) of administrator(s) gives notice that (b) _____

_____ is / are

(c) Insert name of company and address of registered office hereby appointed as administrator(s) of (c) _____
_____ ("the company")

*Delete as applicable **2.** The written statement(s) in Form 2.02B *is / are attached.

3. The appointor is the holder of the following qualifying floating charge:

(d) Give details of charge relied on, date registered and (if any) financial limit (d) _____

4. The above charge is enforceable at the date of this appointment.

+Delete if not applicable **5.** + [The appointor has given at least two business days' written notice to the holder of any prior
*Delete as applicable qualifying floating charge(s), and a copy of that notice, *(which was filed at _____
court on _____ (date) is attached.]

OR
+ [all the holders of any prior qualifying floating charges have consented in writing to the making
of this appointment and copies of the written consents are attached.]

OR
+ [there are no prior qualifying floating charges.]

*Delete as applicable **6.** The company *is / is not, at the date of this notice, the subject of insolvency proceedings:
(e) Give details of any current or outstanding insolvency proceedings (e) _____

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Form 2.06B contd.

Delete as applicable

7. The company *is / is not *an insurance undertaking / a credit institution / an investment undertaking providing services involving the holding of funds or securities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.

(f) Insert whether main, secondary or territorial proceedings

8. For the following reasons it is considered that the EC Regulation *will / will not apply. If it does apply, these proceedings will be (f) _____ proceedings as defined in Article 3 of the EC Regulation:

9. This appointment is in accordance with Schedule B1 to the Insolvency (Northern Ireland) Order 1989 .

10. Where there are joint administrators, a statement for the purposes of paragraph 101(2) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 is attached.

(g) Insert full name and address of person making declaration

11. I (g) _____
of _____

(If making the declaration on behalf of appointor indicate capacity e.g. director/solicitor)

do solemnly and sincerely declare that the information provided in this notice is, to the best of my knowledge and belief, true,

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1835.

Declared at _____

Signed _____

This _____ day of _____ 20

before me _____

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor or Duly Authorised Officer.

(h) Insert date and time of filing

Endorsement to be completed by the court
This notice and the attached documents were filed
(h) _____

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Rule 2.020

Form 2.07B

Notice of Appointment of an Administrator by Holder of Qualifying Floating Charge (For use in pursuance of Rule 2.020 of the Insolvency Rules (Northern Ireland) 1991)

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of
company

IN THE MATTER OF * _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Name and address of
holder of qualifying
floating charge

1. (a) _____
_____ ("the appointor")

gives notice that (b) _____

(b) Give name(s) and
address(es) of
administrator(s)

is / are hereby appointed as administrator(s) of (c) _____

(c) Insert name of
company and address of
registered office

_____ ("the company")

*Delete as applicable

(i) I consent to act as administrator; (ii) I am of the opinion that the purpose of administration is reasonably likely to be achieved; (iii) I *have / have not had any prior professional relationship with the company *and I have provided a summary of any prior professional relationship(s) with the company to the appointor; and (iv) I certify that I am authorised under the provisions of Part XII of the Insolvency (Northern Ireland) Order 1989 to act as an insolvency practitioner
(I.P. No(s): _____)

*

Signed by administrator(s)

*Where joint
administrators are
appointed each
administrator must sign

2. The appointor is the holder of the following qualifying floating charge:

(d) Give details of
charge relied on, date
registered and (if any)
financial limit

(d) _____

3. The above charge is enforceable at the date of this appointment.

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Form 2.07B contd.

+ Delete if not applicable
* Delete as applicable

4. : [The appointor has given at least two business days' written notice to the holder of any prior qualifying floating charge(s), and a copy of that notice, *(which was filed at The Royal Courts of Justice, Chichester Street, Belfast on _____ (date)) is in the appointor's possession.]

OR

: [all the holders of any prior qualifying floating charges have consented in writing to the making of this appointment and copies of the written consents are in the appointor's possession.]

OR

: [there are no prior qualifying floating charges.]

*Delete as applicable

5. The company *is / is not, at the date of this notice, the subject of insolvency proceedings;

(e) Give details of any current or outstanding insolvency proceedings

(e) _____

*Delete as applicable

6. The company *is / is not *an insurance undertaking / a credit institution / an investment undertaking providing services involving the holding of funds or securities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.

(f) Insert whether main, secondary or territorial proceedings

7. It is considered that the EC Regulation *will / will not apply. If it does apply, these proceedings will be (f) _____ proceedings as defined in Article 3 of the EC Regulation (Reasons are set out in a statement in the possession of the appointor)

8. This appointment is in accordance with Schedule B1 to the Insolvency (Northern Ireland) Order 1989 .

9. Where there are joint administrators, a statement for the purposes of paragraph 101(2) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 is in the possession of the appointor.

10. All documents in support identified at paragraphs 1, 4, 7 and 9, the fax transmission report and the statement of reasons for out of hours filing will be delivered to the court on the next day that the court is open.

(g) Insert full name and address of person making declaration

11. I (g) _____

(If signing on behalf of appointor indicate capacity, e.g. director / solicitor).

do solemnly and sincerely declare that the information provided in this notice is, to the best of my knowledge and belief, true, and that the appointor has in his possession all documents and information needed to support his appointment,

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Form 2.07B contd.

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1835.

Declared at _____

Signed _____

This _____ day of _____ 20

before me _____

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor.

Endorsement to be completed by court

The fax transmission report indicates that this notice was filed at court

(h) _____

(h) Insert date and time shown on fax transmission report

This notice with supporting documents was delivered to the court

(j) _____

(j) Insert date notice and documents delivered to court

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Rule 2.021

Form 2.08B

Notice of Intention to Appoint an Administrator by Company or Director(s)

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company

IN THE MATTER OF* _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert name of company and address of registered office

1. Notice is given that, in respect of (a) _____
_____ (“the company”)

*Delete as applicable

* the company / the directors of the company (“the appointor”) intend to appoint

(b) Give name(s) and address(es) of proposed administrator(s)

(b) _____
_____ as administrator(s) of the company.

2. This notice is being given to the following person(s), being person(s) who is / are or may be entitled to appoint an administrative receiver of the company or an administrator of the company under paragraph 15 of Schedule B1 to the Insolvency (Northern Ireland) Order 1989:

(c) Insert name and address of each person to whom notice is given

(c) _____

3. The company has not, within the last twelve months:

- (i) been in administration
- (ii) been the subject of a moratorium under Schedule A1 to the Insolvency (Northern Ireland) Order 1989 which has ended on a date when no voluntary arrangement was in force
- (iii) been the subject of a voluntary arrangement which was made during a moratorium for the company under Schedule A1 to the Insolvency (Northern Ireland) Order 1989 and which ended prematurely within the meaning of Article 20B of the Insolvency (Northern Ireland) Order 1989.

4. In relation to the company there is no:

- (i) petition for winding up which has been presented but not yet disposed of
- (ii) administration application which has not yet been disposed of, or
- (iii) administrative receiver in office.

*Delete as applicable

5. The company *is / is not *an insurance undertaking / a credit institution / an investment undertaking providing services involving the holding of funds or securities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.

(d) Insert whether main, secondary or territorial proceedings

6. For the following reasons it is considered that the EC Regulation *will / will not apply. If it does apply, these proceedings will be (d) _____ proceedings as defined in Article 3 of the EC Regulation. _____

*Delete as applicable

7. Attached to this notice is *a copy of the resolution of the company to appoint an administrator / a record of the decision of the directors to appoint an administrator.

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Form 2.08B contd.

(e) Insert name and address of person making declaration

I (e) _____
(If making the declaration on behalf of appointor indicate capacity e.g. director/solicitor)

hereby do solemnly and sincerely declare that:

- (i) the company is or is likely to become unable to pay its debts
- (ii) the company is not in liquidation, and
- (iii) the statements in paragraphs 3 and 4 are, so far as I am able to ascertain, true,

and that the information provided in this notice is to the best of my knowledge and belief true,

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835

Declared at _____

Signed _____

This _____ day of _____ 20

before me _____

Note: This form now to be sent to all those required to be sent the form by Rule 2.021(2)

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor or Duly Authorised Officer.

Form 2.08B contd.

Consent of Floating Charge Holder to Appointment of Administrator(s)
(Do not detach this part of the notice)

If, having read this notice, you have no objection to the making of this appointment you should complete the details in the box below and return a copy of this notice as soon as possible, and within five business days from receipt of this notice, to the appointor at the following address: (f) _____

(f) Appointor to insert address

If your consent has not been given within five business days the appointor may make the appointment notwithstanding that you have not replied.

(g) Insert name and address

(g) _____

being the holder of the following floating charge over the company's property:

(h) Give details of charge, date registered and (if any) financial limit

(h) _____

consents to the appointment of the administrator(s) in accordance with the details of this notice.

Signed _____ Dated _____
(If signing on behalf of a firm or company state position or office held)

Endorsement to be completed by court

(j) Insert date and time of filing

This notice was filed (j) _____

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Rule 2.024

Form 2.09B

Notice of Appointment of an Administrator by Company or Director(s)

(where a notice of intention to appoint has been issued)

No.

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company IN THE MATTER OF * _____ Company No. _____
AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert name of company and address of registered office 1. Notice is given that, in respect of (a) _____

*Delete as applicable * the company / the directors of the company ("the appointor") hereby appoints _____ ("the company")

(b) Give name(s) and address(es) of administrator(s) (b) _____

as administrator(s) of the company.

*Delete as applicable 2. The written statement(s) in Form 2.02B *is / are attached.

3. The appointor is entitled to make an appointment under paragraph 23 of Schedule B1 to the Insolvency (Northern Ireland) Order 1989.

4. This appointment is in accordance with Schedule B1 to the Insolvency (Northern Ireland) Order 1989.

*Delete as applicable 5. The company *is / is not *an insurance undertaking / a credit institution / an investment undertaking providing services involving the holding of funds or securities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.

(c) Insert whether main, secondary or territorial proceedings 6. For the following reasons it is considered that the EC Regulation *will / will not apply. If it does apply, these proceedings will be (c) _____ proceedings as defined in Article 3 of the EC Regulation: _____

7. Where there are joint administrators, a statement for the purposes of paragraph 101(2) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 is attached.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Form 2.09B contd.

8. The appointor has given written notice of the intention to appoint in accordance with paragraph 27(1) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 and a copy of that notice was filed at court on (d)

(d) Insert date

and *(a) five business days have elapsed from the date of the notice, or
*(b) each person to whom the notice was sent has consented to this appointment.

*Delete as applicable

(e) Insert name and address of person making declaration

I (e) _____ do solemnly and
(If making the declaration on behalf of appointor indicate capacity e.g. director/solicitor)

sincerely declare that

- (i) the information provided in this notice and
- (ii) the statements made and information given in the notice of intention to appoint

are, and remain, to the best of my knowledge and belief, true,

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

Declared at _____

Signed _____

This _____ day of _____ 20

before me _____

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor or Duty Authorised Officer

Endorsement to be completed by court

(f) Insert date and time of filing

This notice was filed (f) _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.024

Form 2.10B

**Notice of Appointment of an Administrator
by Company or Director(s)
(where a notice of intention to appoint has not been issued)**

No.

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

Insert name of company IN THE MATTER OF _____ Company No _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert name of company
and address of registered
office

1. Notice is given that, in respect of (a) _____

_____ ("the company")

*Delete as appropriate

* the company / the directors of the company ("the appointor") hereby appoints

(b) Give name(s) and
address(es) of
administrator(s)

(b) _____

as administrator(s) of the company.

*Delete as applicable

2. The written statement(s) in Form 2.02B * is / are attached.

3. The appointor is entitled to make an appointment under paragraph 23 of Schedule B1 to the Insolvency (Northern Ireland) Order 1989.

4. This appointment is in accordance with Schedule B1 to the Insolvency (Northern Ireland) Order 1989.

5. The company has not, within the last twelve months: -

- (i) been in administration
- (ii) been the subject of a moratorium under Schedule A1 to the Insolvency (Northern Ireland) Order 1989 which has ended on a date when no voluntary arrangement was in force
- (iii) been the subject of a voluntary arrangement which was made during a moratorium for the company under Schedule A1 to the Insolvency (Northern Ireland) Order 1989 and which ended prematurely within the meaning of Article 20B of the Insolvency (Northern Ireland) Order 1989 .

6. In relation to the company there is no:

- (i) petition for winding up which has been presented but not yet disposed of
- (ii) administration application which has not yet been disposed of, or
- (iii) administrative receiver in office.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Form 2.10B contd.

*Delete as applicable

(c) Insert whether main, secondary or territorial proceedings

(d) Insert name and address of person making declaration

(e) Insert date and time of filing

7. The company *is / is not* an insurance undertaking / a credit institution / an investment undertaking providing services involving the holding of funds or securities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.

8. For the following reasons it is considered that the EC Regulation *will / will not apply. If it does apply, these proceedings will be (c) _____ proceedings as defined in Article 3 of the EC Regulation:

9. Attached to this notice is *a copy of the resolution of the company to appoint an administrator / a record of the decision of the directors to appoint an administrator.

10. Where there are joint administrators, a statement for the purposes of paragraph 101(2) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 is attached.

I (d) _____
(If making the declaration on behalf of appointor indicate capacity e.g. director/solicitor)

hereby do solemnly and sincerely declare that:

- (i) the company is or is likely to become unable to pay its debts
- (ii) the company is not in liquidation, and
- (iii) the statements in paragraphs 5 and 6 are, so far as I am able to ascertain, true,

and that the information provided in this notice is to the best of my knowledge and belief true,

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

Declared at _____

Signed _____

This _____ day of _____ 20

before me _____

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor or Duly Authorised Officer

Endorsement to be completed by the court

This notice was filed (e)

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.028

Form 2.11B

Notification of Appointment of Administrator (for newspaper and Belfast Gazette)

No.

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

Insert name of company IN THE MATTER OF _____ Company No _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

Nature of business

Registered office of company _____

(a) Insert date Administrator appointment made on (a) _____ 20

Name(s) and address(es) of administrator(s) _____

Joint / Administrator(s) (IP No(s) _____)

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.028

Form 2.12B

The Insolvency (Northern Ireland) Order 1989

2.12B

Notice of Administrator's Appointment

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es)

I/We (a) _____

give notice that *I was / we were appointed as administrator(s) of the above-named company on:

(b) Insert date

(b)

Signed _____

Dated _____

Joint / Administrator(s) (IP No(s) _____)

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.029

Form 2.13B

Notice Requiring Submission of a Statement of Affairs

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

Insert name of company IN THE MATTER OF _____ Company No _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full name of each person required to submit statement The Administrator(s) require(s) a statement of affairs to be prepared and submitted by (a) _____

(b) Insert full name of company as to the affairs of (b) _____ ("the company").

(c) Insert full name and address of each person sent this notice A notice requiring submission of a statement of affairs has been sent to each of the following persons (c) _____

(d) Insert name of administrator(s) The statement of affairs must be submitted within 11 days of receipt of this notice to (d) _____ ("the administrator(s)")

(e) Insert full address at (e) _____

Signed _____
Joint / Administrator(s)

Dated _____

WARNING

It is an offence under paragraph 49(4) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 if you fail without reasonable excuse to comply with this requirement.

(f) Delete words in brackets if not applicable Article 199 of the Insolvency (Northern Ireland) Order 1989 places a duty on you (f) [as an officer of the company] to provide the administrator with information and attend upon him if required. I have to warn you that failure to submit the statement of affairs as required by this notice, or to co-operate with the administrator under Article 199 of the Insolvency (Northern Ireland) Order 1989, may make you liable to a fine and, for continued contravention, to a daily default fine.

Under paragraph 12 of Schedule 1 to the Company Directors Disqualification (Northern Ireland) Order 2002 failure to submit a statement of affairs or to co-operate with the administrator under Article 199 of the Insolvency (Northern Ireland) Order 1989 are matters which may be taken into account by the court in determining whether a person is unfit to be an officer of or to be involved in the management of a company. Unfit conduct may result in a disqualification under the Company Directors Disqualification (Northern Ireland) Order 2002.

Note:
Forms for the preparation of the statement of affairs are enclosed. Under Rule 2.033 expenses incurred in making the statement of affairs which the administrator considers to be reasonable can be claimed out of the company's assets.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.030

Form 2.14B

Statement of Affairs - Administration

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

Insert name of company IN THE MATTER OF _____ Company No _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert name of company and address of registered office Statement as to the affairs of (a) _____

(b) Insert date on the (b) _____ 20 _____, the date that the company entered administration.

Affidavit

This affidavit must be sworn before a solicitor or commissioner of oaths or an officer of the court duly authorised to administer oaths when you have completed the rest of this form.

(c) Insert name and occupation I (c) _____

(d) Insert full address of (d) _____

(e) Insert date make oath and say that I believe that the facts stated in the several pages exhibited hereto and attached marked _____ are a full, true and complete statement of the affairs of the above named company as at (e) _____ the date that the company entered administration.

Sworn at _____

Dated _____

Signature(s) _____

Before me _____

A solicitor or Commissioner of Oaths or Duly Authorised Officer

The Solicitor or Commissioner is particularly requested, before swearing the affidavit, to make sure the full name, address and description of the deponent are stated, and to initial any crossings out or other alterations in the printed form. A deficiency in the affidavit in any of the above respects will mean that it is refused by the court, and will necessitate its being re-sworn.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

A1 – Summary of Liabilities

		Estimated to realise £
Estimated total assets available for preferential creditors (carried from page A)		£
Liabilities		
Preferential creditors:-		
Estimated deficiency/surplus as regards preferential creditors		£
Estimated prescribed part of net property where applicable (to carry forward)	£	
Estimated total assets available for floating charge holders		£
Debts secured by floating charges	£	
Estimated deficiency/surplus of assets after floating charges		£
Estimated prescribed part of net property where applicable (brought down)	£	
Total assets available to unsecured creditors		£
Unsecured non-preferential claims (excluding any shortfall to floating charge holders)	£	
Estimated deficiency/surplus as regards non-preferential creditors (excluding any shortfall to floating charge holders)		£
Shortfall to floating charge holders (brought down)	£	
Estimated deficiency/surplus as regards creditors		£
Issued and called up capital	£	
Estimated total deficiency/surplus as regards members		£

Signature _____ Date _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

COMPANY CREDITORS

Note: You must include all creditors and identify all creditors under hire-purchase, chattel leasing or conditional sale agreements *and* customers claiming amounts paid in advance of the supply of goods or services *and* creditors claiming retention of title over property in the company's possession.

Name of creditor or Claimant	Address (with postcode)	Amount of debt £	Details of any security held by creditor	Date security given	Value of security £

Signature _____ Date _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

COMPANY SHAREHOLDERS

Name of Shareholder	Address (with postcode)	No. of shares held	Nominal Value	Details of Shares held
TOTALS				

Signature _____ Date _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.030

Form 2.15B

Statement of Affairs for Company in Administration – Affidavit of Concurrence

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company

IN THE MATTER OF* _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full name of company to which statement of affairs relates and address of registered office

With regards the Statement of Affairs of (a) _____
_____ (“the company”)

(b) Insert date affidavit on the statement of affairs was made

made on (b) _____

(c) Insert full name of person who made the affidavit on the statement of affairs being concurred with

by (c) _____

Affidavit of Truth

(d) Insert full name and address of person making oath

I (d) _____

*Delete as applicable

state on oath:-

*that I concur with the Statement of Affairs of the above-named company now produced and shown to me and marked “A” and I believe that the facts stated in this Statement of Affairs are a full, true and complete statement of the affairs of the company on the date that it entered administration.

OR

(e) Please list matters in the statement of affairs which you are not in agreement with, or which you consider to be erroneous or misleading, or matters to which you have no direct knowledge and indicate reason for listing them

*that I concur with the Statement of Affairs of the above company now produced and shown to me marked “A” , subject to the following qualifications

(e) _____

and that I believe that, subject to these qualifications, the facts stated in the Statement of Affairs now produced and shown to me marked “A” are a full, true and complete statement of the affairs of the company on the date that it entered administration.

Full name _____

Signed _____

Form 2.15B contd.

SWORN _____

Before me _____

Solicitor _____

Date _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.030

Form 2.16B

The Insolvency (Northern Ireland) Order 1989

2.16B

Notice of Statement of Affairs

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es) of administrator(s) I/We (a) _____

attach a copy of:-

* Delete as applicable

- * the statement(s) of affairs;
- * the affidavit(s) of concurrence;
- * a copy of the Court order limiting disclosure in respect of the statement of affairs in respect of the administration of the above company.

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.034

Form 2.17B

The Insolvency (Northern Ireland) Order 1989

2.17B

Statement of Administrator's Proposals

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es) of administrator(s) I / We (a) _____

* Delete as applicable attach a copy of *my / our proposals in respect of the administration of the above company.

A copy of these proposals was sent to all known creditors on

(b) Insert date (b) _____

Signed _____
 Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.034

Form 2.18B

The Insolvency (Northern Ireland) Order 1989

2.18B

Notice of Extension of Time Period

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s), and address(es) of the administrator(s) Notice is hereby given by (a) _____

(b) Insert name of company and address of registered office that in respect of (b) _____

the time period set out in:

*Delete as applicable * paragraph 50(5)(b) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 ("the Schedule") has been extended to

(c) Insert date (c) _____

* paragraph 51(1)(b) of the Schedule has been extended to (c) _____

* paragraph 52(2)(b) of the Schedule has been extended to (c) _____

Signed _____

Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.035

Form 2.19B

Notice to Attend Meeting of Creditors

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company IN THE MATTER OF * _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full name(s) and address(es) of administrator(s) Notice is hereby given by (a) _____

(b) Insert name of person required to attend to (b) _____
*Delete as applicable *[a director] [an officer] [a former director] [a former officer] of

(c) Insert full name of company (c) _____ ("the company")

that a meeting of creditors of the company is to be held at

(d) Insert details of place of meeting (d) _____

(e) Insert date and time of meeting on (e) _____ 20 at _____ hrs.

The meeting is:

* Delete as applicable *(1) an initial creditors' meeting under paragraph 52 of Schedule B1 to the Insolvency (Northern Ireland) Order 1989; or

*(2) an initial creditors' meeting requested under paragraph 53(2) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989.

I require you to attend the above meeting.

Signed _____
Joint / Administrator(s)

Dated _____

A copy of the proposals is attached

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.036

Form 2.20B

Notice of a Meeting of Creditors

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company IN THE MATTER OF* _____ Company No. _____
AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full name(s) and address(es) of the administrator(s) Notice is hereby given by (a) _____

(b) Insert full name of the company and address of registered office that a meeting of the creditors of (b) _____

(c) Insert details of place of meeting is to be held at (c) _____

(d) Insert date and time of meeting on (d) _____ 20 at _____ hrs.

The meeting is:

- *Delete as applicable
- *(1) an initial creditors' meeting under paragraph 52 of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 ("the Schedule");
- *(2) an initial creditors' meeting requested under paragraph 53(2) of the Schedule;
- *(3) to consider revisions to my proposals under paragraph 55(2) of the Schedule;
- *(4) a further creditors' meeting under paragraph 57 of the Schedule;
- *(5) a creditors' meeting under paragraph 63 of the Schedule.

I invite you to attend the above meeting.

A proxy form is enclosed which should be completed and returned to me by the date of the meeting if you cannot attend and wish to be represented.

In order to be entitled to vote under Rule 2.039 at the meeting you must give to me, not later than 12.00 hours on the business day before the day fixed for the meeting, details in writing of your claim.

Signed _____
Joint / Administrator(s)

* Delete as applicable Dated _____
A copy of the *proposals / revised proposals is attached

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.038

Form 2.21B

Creditor's Request for a Meeting

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company IN THE MATTER OF * _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full name and address of the creditor making the request I (a) _____

(b) Insert full name of company and address of registered office request a meeting of the creditors of (b) _____

(c) Insert amount of claim My claim in the administration is (c) _____

(d) Insert full name(s) and address(es) of creditors concurring with the request (if any) and their claims in the administration if the requesting creditor's claim is below the required 10 per cent. (d) _____

_____ concur with the above request, and I attach copies of their written confirmation of concurrence.

(e) Insert details of the purpose of the meeting The purpose of the meeting is (e) _____

Signed _____

Dated _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.046

Form 2.22B

The Insolvency (Northern Ireland) Order 1989

2.22B

Statement of Administrator's Revised Proposals

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es) of administrator(s) I/We (a) _____

*Delete as applicable attach as a schedule to this form a copy of *my / our revised proposals in respect of the administration of the above-named company.

A copy of these revised proposals was sent to all known creditors on
 (b) Insert date

Signed _____
 Joint / Administrator(s)
 Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.047

Form 2.23B

The Insolvency (Northern Ireland) Order 1989

2.23B

Notice of Result of Meeting of Creditors

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es) of the administrator(s) I / We (a) _____
 *Delete as applicable _____
 hereby report that *a meeting / an adjourned meeting of the creditors of the above-named company was held at

(b) Insert place of meeting (b) _____

(c) Insert date of meeting on (c) _____ at which:

*Delete as applicable *1. Proposals / revised proposals were approved.
 *2. Proposals / revised proposals were modified and approved.

The modifications made to the proposals are as follows:
 (d) Give details of the modifications (if any) (d) _____

(e) Insert time and date of adjourned meeting *3. The proposals were rejected.
 *4. The meeting was adjourned to (e) _____

(f) Details of other resolutions passed *5. Other resolutions: (f) _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Form 2.23B contd.

The revised date for automatic end to administration is _____

*Delete as applicable A creditors' committee *was / was not formed.

Signed _____
Joint / Administrator(s)

Dated _____

*Delete as applicable A copy of the *original proposals / modified proposals / revised proposals is attached for those who did not receive such documents prior to the meeting.

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.048

Form 2.24B

The Insolvency (Northern Ireland) Order 1989

2.24B

Administrator's Progress Report

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es) of administrator(s)

I / We (a) _____

administrator(s) of the above-named company attach a progress report for the period

(b) Insert dates

from	to
(b)	(b)

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.049

Form 2.25B

Notice of Conduct of Business by Correspondence

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

Insert name of company IN THE MATTER OF * _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full name(s) and address(es) of the administrator(s) Notice is hereby given by (a) _____

(b) Insert full name of the company and address of registered office to the creditors of (b) _____

(c) Insert number of resolutions enclosed that, pursuant to paragraph 59 of Schedule B1 to the Insolvency (Northern Ireland) Order 1989, enclosed are (c) _____ resolutions for your consideration. Please indicate below whether you are in favour or against each resolution.

(d) Insert address to which form is to be delivered This form must be received at (d) _____

(e) Insert closing date by 12.00 hours on (e) _____ in order to be counted. It must be accompanied by details in writing of your claim. Failure to do so will lead to your vote(s) being disregarded.

Repeat as necessary for the number of resolutions attached
Resolution (1) I am *in Favour / Against
Resolution (2) I am *in Favour / Against

TO BE COMPLETED BY CREDITOR WHEN RETURNING FORM:

Name of creditor: _____

Signature of creditor: _____
(If signing on behalf of creditor, state capacity e.g. director/solicitor)

If you require any further details or clarification prior to returning your votes, please contact me / us at the address above.

Signed _____
Joint / Administrator(s)

Dated _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.052

Form 2.26B

The Insolvency (Northern Ireland) Order 1989

2.26B

**[Amended] Certificate of
Constitution of Creditors' Committee**

Name of Company	Company number
In the High Court of Justice in Northern Ireland) Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es) of the administrator(s) I / We (a) _____

certify that the creditors' committee of the above-named company has been duly constituted and that the membership is as follows:

(b) Insert full name and address of each member of the committee (b) _____

* Delete as applicable (c) Insert date of previous certificate * [This certificate amends the certificate issued by me / us on (c) _____]

Signed _____
Joint/Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.052

Form 2.27B

The Insolvency (Northern Ireland) Order 1989

2.27B

**Notice by Administrator of a
Change in Committee Membership**

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es) of administrator(s)

I / We (a) _____

certify that the creditors' committee of the above company has altered as follows:

(b) Insert full name and address of all new appointees to the committee

Appointed: (b) _____

(c) Insert full name and address of each person who has resigned or has been removed from the committee

Resigned/Removed: (c) _____

Signed _____

Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.067

Form 2.28B

The Insolvency (Northern Ireland) Order 1989

2.28B

Notice of Order to Deal with Charged Property

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert full name(s) and address(es) of administrator(s) I / We (a) _____

*Delete as applicable administrator(s) of the above-named company obtained an order for the disposal of *charged property / goods in possession of the company under a hire-purchase agreement on

(b) Insert date (b) _____

A copy of the said Court order is attached.

Signed _____

Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

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Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.074

Form 2.29B

Affidavit of Debt

No. _____

IN THE HIGH COURT OF JUSTICE IN NORTHERN IRELAND
CHANCERY DIVISION (COMPANY INSOLVENCY)

* Insert name of company

IN THE MATTER OF* _____ Company No. _____

AND IN THE MATTER OF THE INSOLVENCY (NORTHERN IRELAND) ORDER 1989

(a) Insert full name, address and description of person making oath

I, (a) _____

state on oath:—

1. That

*Delete as applicable

* I am a creditor of the above named company

(b) State capacity eg director, secretary, solicitor etc

* I am (b) _____

(c) State full name and address of creditor

of (c) _____

(d) State means of knowledge of matters sworn to in affidavit

a creditor of the above named company. I have been concerned in this matter

(d) _____

and am authorised by the creditor to make this affidavit on its / his behalf.

(e) Insert date

2. That the said company on (e) _____ the date on which the company entered administration was and still is justly and truly indebted * to me / to the said creditor in the sum of £ _____ as shown in the proof of debt exhibited hereto marked 'A'.

SWORN _____

Before me

Solicitor

Date _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.112

Form 2.30B

The Insolvency (Northern Ireland) Order 1989

2.30B

Notice of Automatic End of Administration

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name(s) and address(es) of administrator(s)

I / We (a) _____

(b) Insert name of company and address of registered office

having been appointed administrator(s) of (b) _____

(c) Insert date of appointment
(d) Insert name of appointor / applicant
*Delete as applicable

on (c) _____ by (d) _____
hereby give notice that *my / our appointment ceased to have effect
on _____

I / We attach a copy of the final progress report.

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.113

Form 2.31B

The Insolvency (Northern Ireland) Order 1989

2.31B

Notice of Extension of Period of Administration

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name(s) and address(es) of administrator(s) I / We (a) _____

(b) Insert name of company and address of registered office having been appointed administrator(s) of (b) _____
_____ (“the company”)

(c) Insert date of appointment on (c) _____ by (d) _____
(d) Insert name of appointor / applicant hereby give notice that the administration has been extended:
*Delete as applicable * by order of the Court
* with the consent of the company’s creditors

(e) Insert date until (e) _____

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.114

Form 2.32B

The Insolvency (Northern Ireland) Order 1989

2.32B

Notice of End of Administration

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name(s) and address(es) of administrator(s) I / We (a) _____

 having been appointed administrator(s) of (b) _____

 _____ (“the company”)
 (c) Insert date of appointment on (c) _____ by (d) _____
 (d) Insert name of appointor

hereby give notice that I / we think the purpose of administration has been sufficiently achieved in relation to the company.

I / We attach to this notice a copy of the final progress report.
I/We have sent a copy of this notice to the registrar of companies.

Signed _____
Joint / Administrator(s)
Dated _____

(e) Insert date and time

Endorsement to be completed by the court
This form and the attached documents have been filed (e)

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.117

Form 2.33B

The Insolvency (Northern Ireland) Order 1989

2.33B

**Notice of Court Order
Ending Administration**

Name of Company	Company number
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In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number
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(a) Insert name(s) and address(es) of administrator(s) I / We (a) _____

 (b) Insert name of company and address of registered office having been appointed administrator(s) of (b) _____

 (c) Insert date of appointment on (c) _____ by (d) _____
 (d) Insert name of applicant / appointor
 (e) Insert date hereby give notice that the court has ordered that the administration shall end on (c) _____ and a copy of the Court order is attached.

I / we attach to this notice a copy of the final progress report.

Signed _____
 Joint / Administrator(s)
 Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.118

Form 2.34B

The Insolvency (Northern Ireland) Order 1989

2.34B

Notice of Move from Administration to Creditors' Voluntary Liquidation

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name(s) and address(es) of administrator(s) I / We (a) _____

 having been appointed administrator(s) of (b) _____

(b) Insert name of company and address of registered office

(c) Insert date of appointment on (c) _____ by (d) _____

(d) Insert name of applicant / appointor hereby give notice that:
 the provisions of paragraph 84(1) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 apply,
 and it is proposed that (e) _____

 will be the liquidator(s) of the company (IP No(s) _____)
 I / We attach a copy of the final progress report.

Signed _____
 Joint/Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.119

Form 2.35B

The Insolvency (Northern Ireland) Order 1989

2.35B

**Notice of Move from
Administration to Dissolution**

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name(s) and address(es) of administrator(s) I / We (a) _____

 having been appointed administrator(s) of (b) _____

 (b) Insert name of company and address of registered office

 (c) Insert date of appointment on (c) _____ by (d) _____
 (d) Insert name of applicant / appointor

hereby give notice that the provisions of paragraph 85(1) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 apply.

I / We attach a copy of the final progress report.

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.119

Form 2.36B

2.36B

The Insolvency (Northern Ireland) Order 1989

**Notice to Registrar of Companies
in Respect of Date of Dissolution**

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name(s) and address(es) of administrator(s)

I / We (a) _____

hereby give notice that the Court has made an order under paragraph 85(7) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989 and a copy of that order is attached.

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.121

Form 2.37B

The Insolvency (Northern Ireland) Order 1989

Notice of Intention to Resign As Administrator

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name and address of administrator I, (a) _____

*Delete as applicable *the administrator / one of the administrators of the above-named company give notice that:

* I intend to resign from the said office of administrator with effect from

(b) Insert date (b) _____

OR

* I intend to apply to the Court for leave to resign from the said office of administrator on

(b) _____

Signed _____

(c) The date must be at least 7 days before the administrator intends to resign or application is to be made to the Court for leave to resign Dated (c) _____

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.122

Form 2.38B

The Insolvency (Northern Ireland) Order 1989

2.38B

Notice of Resignation by Administrator

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name and address of administrator I, (a) _____

*Delete as applicable *the administrator / one of the administrators of the above-named company having been appointed administrator of

(b) Insert name and address of registered office of company (b) _____

(c) Insert date of appointment on (c) _____ by (d) _____
 (d) Insert name of applicant / appointor

hereby give notice that:

(e) Insert date of resignation * I resign from the said office of administrator with effect from (e) _____

(f) Insert date of Court order **OR**
 * The Court gave me leave on (f) _____ to resign from the said office of administrator and I hereby resign with effect from (e) _____

Signed _____
 Administrator

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.123

Form 2.39B

The Insolvency (Northern Ireland) Order 1989

2.39B

Notice of Vacation of Office by Administrator

Name of Company

Company number

In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)
--

Court case number

(a) Insert name and address of person giving notice Notice is hereby given by (a) _____

(b) Insert name of administrator that (b) _____
 who was appointed *administrator / one of the administrators of (c) _____

(c) Insert name of company and address of registered office
 *Delete as applicable

(d) Insert date appointed on (d) _____ by (e) _____
 (e) Insert name of applicant / appointor has vacated the office of administrator because:

(f) Insert date * he died on (f) _____
 *Delete as applicable * he was removed from office by order of the Court, a copy of which is attached.
 * he ceased to be qualified to act as an administrator of the company

Signed _____
 Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Rule 2.129

Form 2.40B

The Insolvency (Northern Ireland) Order 1989

2.40B

Notice of Appointment of Replacement/Additional Administrator

Name of Company	Company number
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number

(a) Insert name and address of administrator Notice is hereby given that (a) _____

 _____ (IP No. _____)

(b) Insert name of company and address of registered office
 *Delete as applicable has been appointed to be *administrator / one of the administrators of (b) _____

(c) Insert name of applicant / appointor by (c) _____ on (d) _____
 (d) Insert date

This appointment is an appointment of

*Delete as applicable * a replacement administrator; or
 * an additional administrator

Signed _____

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

	Tel

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland