

SCHEDULE

Rule 9.6

FORMS

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**Status:** This is the original version (as it was originally made).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.

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Form 1Petition for Railway Administration Order

**Status:** This is the original version (as it was originally made).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

Rule 2.4

(TITLE)

- (a) Insert title of court To (a) \_\_\_\_\_  
\_\_\_\_\_
- (b) Insert full name(s) and address(es) The petition of (b) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (c) Insert full name of company subject to petition 1.(c) \_\_\_\_\_  
\_\_\_\_\_
- (d) Insert date of incorporation (hereinafter called “the company” was incorporated on (d)\_\_\_\_  
under the Companies Act 19\_\_\_\_
- (e) Insert address of registered office 2. The registered office of the company is at (e) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (f) Insert amount of nominal capital and how it is divided 3. The nominal capital of the company is (f) £ \_\_\_\_ divided into shares of £ \_\_\_\_ each. The amount of the capital paid up or credited as paid up is (g) £ \_\_\_\_
- (g) Insert amount of capital paid up or credited as paid up 4. The principal objects for which the company was established are as follows  
\_\_\_\_\_  
\_\_\_\_\_

and other objects set forth in the memorandum of association thereof.

5. The petitioner believes that the company is or is likely to become unable to pay its debts for the reasons stated in the affidavit of \_\_\_\_\_ filed in support hereof. (and/or)

The Secretary of State has certified that it would be appropriate for him to petition for the winding up of the protected railway company under section 124A of the Insolvency Act 1986 (petition for winding up on grounds of public interest) and that it would be just and equitable, as mentioned in that section, for the said company to be wound up. (and/or)

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An agreement between the Secretary of State and a relevant rail link undertaker (as defined in section 60 of the Railways Act 1993) has been determined.

(In the case of a petition presented by the Strategic Rail Authority)

This petition relates to a protected railway company which is the holder of a passenger licence and is presented with the consent of the Secretary of State.

6. The petitioner proposes that during the period for which the order is in force the affairs, business and property of the company be managed by

(h) Insert full name(s) and address(es) of proposed special railway administrator(s)

(h) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

who is (are) to the best of the petitioner's knowledge and belief qualified to act as (an) insolvency practitioner(s) in relation to the company. The petitioner(s) therefore pray(s) as follows:

(1) that the court make a railway administration order in relation to (i) \_\_\_\_\_  
\_\_\_\_\_

(i) Insert full name of company

(j) Insert name(s) of proposed special railway administrator(s)

(2) that (j) \_\_\_\_\_  
be appointed to be the special railway administrator(s) of the said company.

(k) Insert details of any ancillary orders sought

(3)(k)  
or

(4) that such other order may be made in the premises as shall be just.

Note:

It is intended to serve this petition on \_\_\_\_\_  
\_\_\_\_\_

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(I) Insert here name, address, telephone number and reference (if any) of a solicitor acting for the petitioner

This petition was issued by (I) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ (solicitor for)

the petitioner whose address for service is:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Form 2 Consent of Special Railway Administrator(s) to Act**

Rule 2.4

(TITLE)

[I][We]  
 \_\_\_\_\_  
 of  
 \_\_\_\_\_  
 \_\_\_\_\_

hereby certify that [I am][we are] authorised under the provisions of Part XIII of the Insolvency Act 1986 to act as (an) insolvency practitioner(s).  
 [I][We] consent to act as special railway administrator(s) of the above company as specified in the petition of \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

dated \_\_\_\_\_ 20\_\_

Signed

Dated

**Form 3 Affidavit of Service of Petition for Railway Administration Order**

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

Rule 2.9

(TITLE)

(a) Insert full name, address and description of deponent 1(a) \_\_\_\_\_  
of \_\_\_\_\_  
\_\_\_\_\_

Make oath and say as follows

(b) Insert the address stated in the petition to be the company's registered office  
1. That I did on \_\_\_\_\_ day the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, serve the above-named company with a copy of the petition 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) \_\_\_\_\_

**OR** by posting the same on \_\_\_\_\_ day the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by ordinary first class mail in an envelope duly pre-paid and properly addressed to the said company at its registered office at (b) \_\_\_\_\_

(c) Insert name 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 petition duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at (d) \_\_\_\_\_

(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 petition 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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**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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4. 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 petition 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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**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) the provisional liquidator of the said company with a copy of the petition 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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**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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6. That I did on \_\_\_\_\_ day the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ serve (c) \_\_\_\_\_ the person proposed to be the special railway administrator of the said company with a copy of the petition 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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**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) \_\_\_\_\_

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at (d) \_\_\_\_\_  
\_\_\_\_\_

7. That I did on \_\_\_\_\_ day the \_\_\_\_\_ day of \_\_\_\_\_  
20\_\_\_\_, serve (c) \_\_\_\_\_ the Strategic Rail Authority with a copy  
of the petition 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 Secretary of State for Transport,  
Local Government and the Regions with a copy of the petition 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 petition and its supporting documents are now produced  
and shown to me marked "A".

**SWORN**

Form 4Railway Administration Order



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

Rule 2.10

(TITLE)

(a) Insert name and address of petitioner UPON THE PETITION OF (a) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Insert status of petitioner (b) presented to the court on \_\_\_\_\_  
\_\_\_\_\_ 20 \_\_\_\_

And upon hearing counsel for the petitioner and for (c) \_\_\_\_\_

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

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 special railway administrator(s) appointed pursuant to the provisions of section [60] [61] [62] of the Railways Act 1993 for the purposes set out in section 59(2)(a) and (b) of that Act.

(d) Insert full name(s) and address(es) of special railway administrator(s) AND it is ordered that (d) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

be appointed special railway administrator(s) of the company and that during the period this order is in force any act required or authorised to be done by the special railway administrator is to be done by all or by one or more of the persons for the time being holding that office.

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(e) Insert particulars of any further order made by the court (e) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

And it is ordered that the costs of the said petition

(f) Insert terms of order for costs (f) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated

**Form 5 Notice to Special Railway Administrator of Railway Administration Order**

Rule 2.11

(TITLE)

(a) Insert name and address of special railway administrator

To: (a)

Order pronounced this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by \_\_\_\_\_

Mr \_\_\_\_\_ for a railway administration order against the under-named company under section [60][61][62] of the Railways Act 1993.

Name of company:

Registered office of company:

(b) Insert full name, address, telephone number and reference (if any)

Petitioner: (b)

Petitioner's solicitors: (b)

Date of presentation of petition:

**Form 6 Notice of Railway Administration Order (for newspaper or London Gazette)**

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**Rule 2.11**

(TITLE)

Registered number

\_\_\_\_\_

Nature of  
business

\_\_\_\_\_

- (a) Insert "32" or the number of the trade classification listed in Schedule 1 of the Railway Act which most closely relates to the business of the company

Trade classification(s)

\_\_\_\_\_

- (b) Insert date

Railway Administration order made (b)

\_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
[Joint] Special Railway administrator(s)

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## TRADE CLASSIFICATION

NOTE: This page is not part of the advertisement

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12	AND DRINK	40	MEDICAL SERVICES
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13	TEXTILES AND CLOTHING	42	REPAIRS OF CONSUMER GOODS
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	RETAILING:-		HOTELS AND CATERING:-
16	RETAIL OF FOOD, DRINK AND TOBACCO		RESIDENTIAL ACCOMMODATION
17	RETAIL OF TEXTILES AND CLOTHING		LICENSED PREMISES
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			OTHER CATERING

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CONSTRUCTION AND  
DEMOLITION
- 24 HOME IMPROVEMENTS
- 25 DECORATING AND  
SMALLWORKS
- 26 BUILDING REPAIRS
- 27 ELECTRICAL AND  
PLUMBING

**Form 7**The Railways Act 1993**Notice of Railway Administration Order**

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**Rule 2.11**

Pursuant to Rule 2.11 of the Railway Administration Order Rules 2001

For official use

Insert name of recipient of notice

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To the Registrar of Companies

Company Number

--

Name of Company

Insert full name of company

Limited

I/We \_\_\_\_\_

of \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

give notice that a railway administration order was made against the above company on

Insert date

--

Signed \_\_\_\_\_ Dated \_\_\_\_\_

[Joint] Special Railway Administrator(s)

=====

Presenter's name, address and reference (if any):


For Official Use	
Insolvency Section	Post Room

**Form 8**



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

**Rule 3.1**

**(TITLE)**

- (a) **Insert name of company**                      **Take notice that you are required to prepare and submit to me a statement as to the affairs of (a)**
  
- (b) **Insert date by which statement must be submitted**                      **by (b)**
  
- (c) **Insert names and addresses of other persons concerned**                      **A similar notice has been sent to each of the following persons (c)**
  
- (d) **Delete words in brackets if not applicable**                      **Section 235 of the Insolvency Act 1986, as applied by Schedule 6 to the Railways Act 1993, places a duty on you (d) (as an officer of the company) to provide the special railway administrator with information and attend on him if required; I have to warn you that failure to submit the statement of affairs as required by this notice may make you liable to a fine and, for continued contravention, to a daily default fine.**

Under paragraph 10 of Schedule 1 to the Company Directors Disqualification Act 1986 failure to submit a statement of affairs or to co-operate with the special railway administrator under section 235 of the Insolvency Act 1986, as applied by Schedule 6 to the Railways Act 1993, 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 order being made by the court.

Dated \_\_\_\_\_  
Special Railway Administrator (name and address)

**Note:**  
Forms for the preparation of the statement of affairs  
(a) may be obtained from the special railway administrator on request; or  
(b) are enclosed.

**Form 10 Statement of Affairs**



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

**Rule 3.2**

In the \_\_\_\_\_ No. \_\_\_\_\_ of 20

Statement as to the Affairs of

\_\_\_\_\_  
On the \_\_\_\_\_ 20 \_\_\_\_\_ The date of the railway administration order.  
\_\_\_\_\_

**Affidavit**

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

(a) Insert name and occupation

I (a)

(b) Insert full address

of (b)

(c) Insert date of administration order

make oath and say that the several pages exhibited hereto and attached marked \_\_\_\_\_ are to the best of my knowledge and belief a full, true and complete statement as to the affairs of the above named company as at (c) \_\_\_\_\_ the date of the railway administration order and that the said company carried on business as

Sworn at

Dated

Signature(s)

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Before me

\_\_\_\_\_  
\_\_\_\_\_

A solicitor or Commissioner for Oaths or duly authorised officer

**The Solicitor or Commissioner is particularly requested, before swearing the affidavit, to make sure that 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.**

**Form 11 Notice of Meetings in Railway Administration Proceedings**

Rule 4.1

(TITLE)

Delete as appropriate

Notice is hereby given that a meeting of [creditors] [members] in the above matter is to be held at

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

at \_\_\_\_\_ hours

Delete whichever is inapplicable

(1) under s. 14(2)(b) of the Insolvency Act 1986

(2) at the direction of the court under s.17(3)(b) of the Insolvency Act 1986

for the purposes of

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

The Special Railway Administrator

**Form 12**

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

Rule 5.5

The Insolvency Act 1986  
and the Railways Act 1993

Special Railway Administrator's  
Abstract of Receipts and Payments

Pursuant to Rule 5.5 of the  
Railway Administration Order Rules 2001

To the Registrar of Companies

To the Court

For  
official use

--	--	--

Company Number

--

Name of Company

Insert full name of company

Limited

I/We \_\_\_\_\_

of \_\_\_\_\_

--

Special railway administrator(s) of the company present the abstract  
of receipts and payments overleaf for the period

from

Insert dates

--

to

--

Number of continuation sheets (if any) attached

--

Signed \_\_\_\_\_ Dated \_\_\_\_\_

--

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**Abstract**

**Note**

The receipts and payments must severally be added up at the foot of each sheet and the totals carried forward from one abstract to another without any intermediate balance so that the gross totals shall represent the total amounts received and paid by the administrator since he was appointed

<b>Receipts</b>		
Brought forward from previous Abstract (if any)	£	p
Carried forward to [continuation sheet]* [next Abstract]		
<b>Payments</b>		
Brought forward from previous Abstract (if any)	£	p
Carried forward to [continuation sheet]* [next Abstract]		

\*delete as appropriate

\*delete as appropriate

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**Form 13 Notice to Court of Registration by Special Railway Administrator Under Rule 5.6(1) of the Railway Administration Order Rules 2001**

**Rule 5.6**

(TITLE)

(a) Insert full name and address of special railway administrator I, (a) \_\_\_\_\_

\_\_\_\_\_ the special railway administrator of the above company give notice that I am resigning from the said office of special railway administrator with effect from (b) \_\_\_\_\_

(b) Insert date (c) See Rule 5.6(1) for the following reason(s): (c) \_\_\_\_\_

(d) The date must be at least 7 days before that stated at (a) above I confirm that on (d) \_\_\_\_\_ I gave notice to:

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_

being persons who under section 13(3) of the Insolvency Act 1986 (as applied by Schedule 6 to the Railways Act 1993) are entitled to apply for a vacancy in the office of special railway administrator to be filled, of my intention to resign as special railway administrator.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**Form 14 Notice to court of Resignation by Special Railway Administrator Under Rule 5.6(2) of the Railway Administration Order Rules 2001**

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

**Rule 5.6**

(TITLE)

(a) Insert full name and address of administrator

(I a) \_\_\_\_\_  
\_\_\_\_\_

(b) Insert date

the special railway administrator of the above company give that on (b) \_\_\_\_\_ the court gave me leave to resign from the said office of special railway administrator with effect from (b) \_\_\_\_\_

(c) See Rule 5.6 (2)

for the following reason(s): (c) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

and I hereby resign.

(d) The date must be at least 7 days before application was made to the court for leave to resign.

I confirm that on (d) \_\_\_\_\_ I gave notice to:

- (i) \_\_\_\_\_
- (ii) \_\_\_\_\_
- (iii) \_\_\_\_\_

being persons who under section 13(3) of the Insolvency Act 1986 (as applied by Schedule 6 to the Railways Act 1993) are entitled to apply for a vacancy in the office of special railway administrator to be filled, of my intention to apply to the court for leave to resign as special railway administrator.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**Form 15**

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

The Insolvency Act 1986  
and the Railways Act 1993

Notice of Order to Deal with  
Charged Property  
Pursuant to Section 15(7) of the  
Insolvency Act 1986 as applied by  
Schedule 6 to the Railways Act 1993

To the Registrar of Companies

For official use

--	--	--

Company Number

--

Name of Company

Insert full name of company

Limited

I/We \_\_\_\_\_

of \_\_\_\_\_

---



---

\*delete whichever is  
not applicable

special railway administrator(s) of the company obtained an order for the  
disposal of charged property\*/goods in possession of the company under a  
hire-purchase agreement on

Insert date

--

An office copy of the said Court order is attached.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Presenter's name,  
address and reference  
(if any)

	For Official Use	
	Insolvency Section	Post Room

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

The Insolvency Act 1986  
and the Railways Act 1993

Notice of Discharge of  
Railway Administration Order  
Pursuant to Section 18(4) of the  
Insolvency Act 1986 as applied by  
Schedule 6 to the Railways Act 1993

To the Registrar of Companies  
To the Secretary of State  
To the Strategic Railway Authority

For official use

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Company Number

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Name of Company

Insert full name of company

Limited

I/We \_\_\_\_\_

of \_\_\_\_\_

\_\_\_\_\_

special railway administrator(s) of the company hereby give notice that on

Insert date

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the railway administration order was discharged. An office copy of the said order of discharge is attached.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Presenter's name,  
address and reference  
(if any)

	For Official Use	
	Insolvency Section	Post Room

**Form 17**



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

The Insolvency Act 1986  
and the Railways Act 1993

Statement of Special Railway  
Administrator's Proposals  
Pursuant to Section 23 of the  
Insolvency Act 1986 as applied by  
Schedule 6 to the Railways Act 1993

To The Secretary of State for Transport  
Local Government and the Regions  
The Rail Regulator  
The Strategic Rail Authority  
(named creditors)  
The Registrar of Companies

For official use

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Company Number

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Name of Company

Insert full name of company

Limited

I/We \_\_\_\_\_

of \_\_\_\_\_

\_\_\_\_\_

special railway administrator(s) of the company attach a copy of my[our] proposals for achieving the purposes set out in the railway administration order filed herein.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Presenter's name,  
address and reference  
(if any)

	For Official Use
	Insolvency Section      Post Room

**Form 18**The Insolvency Act 1986 and The Railways Act 1993**Statement of Special Railway Administrator's Revised Proposals**

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

**Rule**

(TITLE)

To: The Secretary of State for Transport, Local Government and the Regions  
The Rail Regulator  
The Strategic Rail Authority  
(named creditors)  
The Registrar of Companies

Notice is hereby given under section 23(2) of the Insolvency Act 1986 (as applied by Schedule 6 to the Railways Act 1993) of revisions of the proposals which were sent to the persons mentioned in section 23(1) on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

The revisions I propose are:

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The reasons for these revisions are:

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Signed \_\_\_\_\_  
Special Railway Administrator(s)

**Form 19 Originating Application**

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

**Rule 6.2**

(TITLE)

**Between**  
**Applicant** \_\_\_\_\_  
**and**  
**Respondent** \_\_\_\_\_

(a) Insert name and address of respondent

Let (a) \_\_\_\_\_ attend

before the Judge/Registrar on:—

Date \_\_\_\_\_

Time \_\_\_\_\_ hours

Place \_\_\_\_\_

(b) Insert name of applicant

On the hearing of an application by (b) the applicant for an order in the following terms:—

(c) State the terms of the order to which the applicant claims to be entitled

(c)

The grounds on which the applicant claims to be entitled to the order are:—

(d) Set out grounds or refer to an affidavit in support

(d)

The names and addresses of the persons upon whom it is intended to serve this application are:—

(e) State the names and addresses of the persons intended to be served

(e)

OR

It is not intended to serve any person with this application

(f) State the applicant's address for service

The applicant's address for service is: (f)

Date \_\_\_\_\_

Signed: \_\_\_\_\_  
(SOLICITOR FOR THE) APPLICANT

**If you do not attend, the court may make such order as it thinks fit.**

**Form 20 Ordinary Application**

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

**Rule 6.2**

**(TITLE)**

**Between  
Applicant**

\_\_\_\_\_  
**and  
Respondent**

**Take notice** that I intend to apply to the Judge/Registrar on:

Date

Time

\_\_\_\_\_  
hours

Place

(a) State nature and grounds of application

for (a)

Signed:

\_\_\_\_\_  
(SOLICITOR FOR THE) APPLICANT

My/Our address for service is:—

(b) Give the name(s) and address(es) of the person(s) (including the respondent) on whom it is intended to serve the application

To: (b)

**OR**

It is not intended to serve any person with this application

**If you do not attend, the court will make such order as it thinks fit**

**Form 21 Appointment of Shorthand Writer (Railway Administration Proceedings)**

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

**Rule 6.11**

(TITLE)

- (a) Insert name of applicant                      Upon the application of (a)
- (b) Insert name of shorthand writer                      the court appoints (b)  
of
- (c) Insert name                      to take down a written record of the examination under section 236 of the Insolvency Act 1986 (as applied by Schedule 6 to the Railways Act 1993).  
of (c)  
  
today under Rule 6.12 of the Railways Administration Order Rules 2001.

Dated \_\_\_\_\_

**Form 22 Declaration by Shorthand Writer (Railway Administration Proceedings)**

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

**Rule 6.11**

(TITLE)

I,

of

(a) Insert name

the shorthand writer appointed by this court to take down notes of the examination of (a)

Delete as appropriate

do solemnly and sincerely declare that I will truly and faithfully take down the questions and answers put and given by him/her

and will deliver an accurate written record of them as the court directs.

Dated

\_\_\_\_\_

Declared before me as follows: \_\_\_\_\_

Date

\_\_\_\_\_

Place

\_\_\_\_\_

Duly Authorised Officer

**Form 23** The Insolvency Act 1986 and The Railways Act 1993 **Proxy (Railway Administration)**

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

**Rule 7.2**

(TITLE)

**Notes to help completion of the form**

Please give full name and address for communication

Name of creditor \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please insert name of person (who must be 18 or over) or the “chairman of the meeting”. If you wish to provide for alternative proxy-holders in the circumstances that your first choice is unable to attend please state the name(s) of the alternatives as well.

Name of proxy-holder \_\_\_\_\_

1 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please delete words in brackets if the proxy-holder is only to vote as directed ie he has no discretion

I appoint the above person to be my/the creditor’s proxy-holder at the meeting of creditors to be held on \_\_\_\_\_ or at any adjournment of that meeting. The proxy-holder is to propose or vote as instructed below [and in respect of any resolution for which no specific instruction is given, may vote or abstain at his/her discretion].

Voting instructions for resolutions

Please insert as appropriate

1. \_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

This form must be signed

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name in CAPITAL LETTERS

Position with creditor or relationship to creditor or other authority for signature.

Only to be completed if the creditor has not signed in person

**Form 24 Order Appointing Person to Act for Incapacitated Person**

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

**Rule 6.30**

Mr Registrar (TITLE)  
in chambers

- (a) “The Official Receiver”  
or insert full name and  
address of the  
applicant and the  
capacity in which he  
makes the application

And upon hearing

- (b) Insert name and  
description of  
incapacitated person

And upon reading the evidence

And it appearing that (b),

is incapable of managing and administering his property and affairs

- (c) Insert name and  
address of  
incapacitated person’s  
representative

It is ordered that (c)

- (d) Delete as applicable

be appointed to (d) [appear for] [represent] [act for] (e)

- (e) Insert name of  
incapable person

(d) [for the purpose of ]  
[generally in the proceedings.]

Dated \_\_\_\_\_