SCHEDULE 2

FORMS FOR INSERTION INTO SCHEDULE 4 TO THE PRINCIPAL RULES

PART A

FORMS FOR USE IN CONNECTION WITH ADMINISTRATION Form 2.1BAdministration application

Rule 2.2

Rule 14

	Name of Company	Company number	
	In the [full name of court]	For couri use only Court case number	
(a) insert füll name(s) of applicant(s)	1. The application of (a)	being	
*Delete as applicable	"(i) the company, in reliance on paragraph \$2(1)(a) of Schee Schedule")	tule B1 to the Insolvency Act 1986 ("the	
	*(ii) the directors, in reliance on paragraph 12(1)(b) of the S	chedule	
(b) Nume(s) of all creditors upplying	*(iii) a creditor / a creditor presenting this application on both the company: (b)		
(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 35 of the Schedule: (c)		
	*(v) a holder of a qualifying floating charge, in reliance on paragraph 37 of the Schedule: (c)		
	*(vi) the liquidator of the company, in reliance on paragraph	h 38 of the Schedule	
	*(vii) a justices' chief executive for a magistrates' court, in t section 87A of the Magistrates' Courts Act 1980	the exercise of the power conferred by	
	*(viil) the supervisor of a company voluntary arrangement, i Insolvency Act 1986	in reliance on section 7(4)(b) of the	
(d) insert name of company subject to application	2. (d)	("the company") was incorporated	
e) Insen date of incorporation	on (e) under the Companies Act 19	, and	
(t) Insert registered number	the registered number of the company is (f)		
(g) Insert address of registered office	3. The registered office of the company is at (g)		
(h) Insert amount of nominal capital and how it is divided	4. The nominal capital of the company is (h) £ divis	ded into shares of £ each.	
(j) Insert amount of capital paid up or credited as paid up	The amount of the capital paid up or credited as paid up is (j)£	

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

Form 2.1B continued

*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 FC Regulation.		
*Delete as applicable	7. For the reasons stated in the *affidavit / witness statement in support of this application it is		
(k) Inseri whether main or tenitorial proceedings	considered that the EC Regulation *will / will not apply. If it does apply, proceedings will be (k) proceedings as defined in Article 3 of the EC Regulation.		
Delete as applicable	 8. *The applicant(s) believe(s) that the company is at is likely to become unable to pay its debts for the reasons stated in the *affidavit / witness statement in support attached to this application. (*Detect this paragraph if application is in retiance on paragraph 35 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		
(l) Insert full name(s) and	(1)		
address(es) of proposed administrator(s)			
artini ustra artini a	whose statement(s) in Form 2.2B is / are attached to this application.		
	10. An affidavit / witness statement in support of this application is attached.		
*Delete as applicable			
(m) Insert address for service - where applicant is company or directors this must be the registered	 The *applicant's / applicant's solicitor's address for service is (m)		
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)		
(n) insert full name(s) of proposed administrator(s)	(2) that (n)		
	be appointed to be the administrator(s) of the said company		
(o) Insert details of any ancillary	(3) (a)		
orders sought	or		
	(4) that such other order may be made as the court thinks appropriate.		
"Delete as applicable	Signed		
	Dated		

Form 2.1B continued

	Endorsement to be completed by the court	•
	This application having been presented to the court on	will
(p) Insert name and address of Court/District Registry	be heard at <u>(p)</u>	. <u>.</u>
	· ·	01
	(Date)	at
	(1'ime)	hours
	The solicitor to the applicant is:	
	Nапос	
	Address	
	Telephone No:	
	Reference	
	[Whose Agents are:	
	Name	
	Address	
	Telephone No	·· –
	Reference	1

Form 2.2BStatement or proposed administrator

	Name of Company	.Company number
·	 In the	For court use only Court case number
	[full_came of court]	
 a) Insert name and address of proposed administrator 	1. T (a)	
	hereby certify that I am authorised under the provisions of Part) an insolvency practitioner.	
	LP. 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) lisert name of person presenting administration	(¢)	
application or making the appointment	dated (d)	
(d) Insert date of application or appointment		
* Delete,as applicable	4.4 *have / have not had any prior professional relationship with the company.	
	(I attach to this Statement a short summary of any prior professi	onal relationship(s) with the compan
	Signed	

Form 2.3BAffidavit of service of administrator application

	Name of Company		Company number	
	In the		Court case number	
		[full name of cour	a	
(a) fasert full name and address of person making affidavit	I, (a)		·	
*Delete as applicable	*the applicant / acting on behai state on oath:	f of the applicant	<u> </u>	
	1. That I did on day the	day of	20 ,	
	serve the above-named compar-	y with a copy of the administratio	n application duly scaled with the seal	
b) insert the address stated in the application to be the		cuments by leaving the same at the	registered office of the said company	
impany's registered office	OR by posting the same on	day the	day of	
		20 ku andinama part first	alaaa maddaa ah uuruu kuuruu kukuuruu a si	
	20, by ordinary post first class mail in an envelope duty 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 ,	
(c) Ibsert name				
(c) Insert name (d) Insert address where served	serve (c)	a person who has appoint ative receiver of the said company c scal of the court and its supportin	ed or is [or may be] with a copy of the administration	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company c scal of the court and its supportin	ed or is [or may be] with a copy of the administration g documents by leaving the same at hi	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin	ed or is [or may be] with a copy of the administration g documents by leaving the same at hi 	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first class	ed or is [or may be] with a copy of the administration g documents by leaving the same at hi 	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first class ressed to the said (c)	ed or is [or may be] with a copy of the administration g documents by leaving the same at hi 	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first class	ed or is [or may be] with a copy of the administration g documents by leaving the same at h day of s mail in an envelope	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first clas ressed to the said (c) y the day of	ed or is [or may be] with a copy of the administration ag documents by leaving the same at h 	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first class ressed to the said (c) y the day of the administrative	ed or is [or may be] with a copy of the administration g documents by leaving the same at h 	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first class ressed to the said (c) y the day of the administrative	ed or is [or may be] with a copy of the administration g documents by leaving the same at h 	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first class ressed to the said (c) y the day of the administrative ministration application duly seale	ed or is [or may be] with a copy of the administration g documents by leaving the same at h 	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first clas ressed to the said (c) y theday of the administrative ministration application duly scale ng the same at his proper address a	ed or is [or may be] with a copy of the administration ag documents by leaving the same at hi day of s mail in an envelope 20 . receiver of the said d with the seal of the court and its t (d)	
(d) Insert address where	serve (c)	a person who has appoint ative receiver of the said company e scal of the court and its supportin day the 20 , by ordinary post first clas ressed to the said (c) y theday of the administrative ministration application duly seale og flee same at his proper address a day theday of	ed or is [or may be] with a copy of the administration g documents by leaving the same at hi day of s mail in an envelope 20 ; receiver of the said d with the scal of the court and its t (d) of20 , property addressed	

			Form 2,3B	continued
4. That I did on	day the	day of	20 ,	
14 of Schedule B1 to (arge being entitled to appo the Insolvency Act 1986 w art and its supporting docu	int an administrator of the ith a copy of the administ	ration application duly s	ragraph æaled
(d)				
	ne on day the class mail in an envelope d			
to the said (c)	·			
at (d)				.
5. That J did on	day the	day of	20 ,	
serve (c) with a copy of the adn documents by leaving	v inistration application dul the same at his proper add	who has presented a petition y scaled with the seal of the rest at (d)	he court and its supporti	ing
OR by posting the san by ordinary post first o	ne on day the day the days mail in an envelope d	day of uly pro-paid and properly	20 , addressed	
to the said (c)			·	
at (d)				
		n	<u>.</u>	
6. That I did on	day the	day of	20 ,	
serve (c) of the administration a leaving the same at his	ipplication duly sealed with s proper address at (d)	he provisional fiquidator of the seal of the court and	its supporting documen	ts by
OR by posting the san by ordinary post first o	ne on day the lass mail in an envelope d	day of uly pre-paid and properly	20 , addressed	
to the said (c)				
at (d)		<u> </u>		
7. That I did on	day the	day of		
the same at his proper	the mem tion duly scaled with the s address at (d)		e said company with a coporting documents by h	opy of the eaving
	ne on day the class mail in an envelope d		20 , addressed to the said	
(c)	at (d)			

Form 2.3B continued 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 _20, to the said (c) at (d) _____. <u>...</u>_____. 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 scaled with the scal 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 __20 , to the said (c) _____ A sealed copy of the application and its supporting documents are now produced to me marked "A".

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Form 2.4BAdministration order

Ru	le	2.	12
IX U	v	4	

	Name of Company	Company number
	In the [full name of court]	For court use only Court case number
(a) insert name and address of applicant .	UFON THE APPLICATION OF (a)	
(b) Insert date	presented to the court on (b)	
(c) Insert name and address of registered office of company	in respect of (c)	
segmented office of company	and upon hearing	
(d) Insert details of any other parties (including the company) appearing and by whom represented	and for (d)	
τερτεκοιτομ	and upon reading the evidence	
	IT IS ORDERED that during the period for which this order of the company be managed by the administrator(s)	is in force the affairs, business and property
(c) Insert full name(s) and address(cs) of administrator(s)	AND it is ordered that (e)	
	be appointed administrator(s) of the company.	
*Delete as applicable (f) Insert whether main or territorial proceedings	*AND the Court being satisfied on the evidence before it that and that these proceedings are (1) p EC Regulation	t the EC Regulation *does / does not *apply proceedings as defined in Article 3 of the
(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) $_{\rm max}$	
(j) lowert date and time	This appointment shall take effect from (j)	······································

Form 2.5BNotice of intention to appoint an administrator by holder of qualifying floating charge

	Name of Company	Company number
	In the	For court are only Court case number
	[fill hans of court]	L
i) Name and address of holder of qualifying floating charge	1. (a)	
	gives notice that it is the appointor's intention to appoint	("the appointor"
Cive name(s) and address(cs) .of proposed administrator(s)	(b)	
·		as administrator(s) of
c) Insert name and address of registered office of company	(0)	
	in accordance with paragraph 14 of Schedule B1 to the Insolvency Ac	
	2. The appointor is the holder of the following qualifying floating cha	
) Give details of charge relied m, date registered and (if any) financial limit	(d)	
	3. This notice has been given to the following person(s), who is / are a (a) qualifying floating charge(s) in respect of the company's property, floating charge(s) in accordance with paragraph $15(2)$ of Schedule B1	each understood to be holder(s) (the said charge(s) being (a) pric
(e) Insent name(s) and address(es) of holder(s) of difying floating ubarge(s) and details of charge(s) hold	(e),	. <u></u>
*Delete as applicable	4. The company *is / is not at the date of this notice subject to insolv (f)	
	111	

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.

Form 2.5B continued

(g) Insert whether main 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
	a.g. director/solicitor)
	Dated
	Consent of Floating Charge Holder to Appointment of Administrator (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 2.16 (5), of your consent in writing to the appointer at the following address:
(h) Appointor to insert address	(b)
	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	Ø
() more thank and makes	
	heing the holder of the following floating charge over the company's property:
(k) Give details of charge, date registered and (if any) financial limit	(k)
	· · · · · · · · · · · · · · · · · · ·
	consents to the appointment of the administrator(s) in accordance with the details of this notice,
	Signed
	Dated
	Endorsement to be completed by the court
(f) Insert date and time	This notice was filed (1)
The second se	

Form 2.6BNotice of appointment of an administrator by holder of qualifying floating charge

Rule 2.16

	Name of Company	Company number
	In the [full name of court]	For court use only Court case number
(a) Name and address of holder of qualifying floating charge	1. (a)	
(h) (iive name(s) and address(cs)		("the appointor")
of administrator(9)	gives notice that (b)	
(c) insert name and address of registered office of company	hereby appointed as administrator(s) of (c)	
*Delete as applicable	 The written statement(s) in Form 2.2B * is / are attached. The appointor is the holder of the following qualifying float 	("the company")
(d) Give details of charge relied on, date registered and (if any) finencial limit	 (d) 4. The above charge is enforceable at the date of this appointm 	
+Delete if not applicable *Delete as applicable	 5. + [The appointer has given at least two business days' writte qualifying floating charge(s), and a copy of that notice, *(which court on	in notice to the holder of any prior
	 Eall the holders of any prior qualifying floating charges have this appointment and copies of the written consents are attached OR + [there are no prior qualifying floating charges.] 	e consented in writing to the making of I.]
*Delete as applicable (e) Give details of any current or notstanding insolvency proceedings-	 6. The company *is / is not, at the date of this notice, the subject (e) 	
*Dolete as applicable	7. The company *is / is not *an insurance undertaking / a credi providing services involving the holding of funds or securities f investment undertaking under Article 1.2 of the EC Regulation.	or third parties / or a collective
(f) Insert whether main or territorial proceedings	 8. For the following reasons it is considered that the EC Regula apply, these proceedings will be (f)	

11

	Form 2.6B continued
	9. This appointment is in accordance with Schedule B1 to the Insulvency Act 1986.
	10. Where there are joint administrators, a statement for the purposes of paragraph 100(2) of Schedule B1 to the Insolvency Act 1986 is attached.
(g) insect full name and address of person, muking declaration	11. I (g)
	of
	(If making the delearation on behalf of appointer 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 conscientionsly 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.
	Endorsement to be completed by the court
	This notice and the attached documents were filed
(h) Insert date and time of filing	(h)

Form 2.7BNotice of appointment of an administrator by holder of qualifying floating charge(For use in pursuance of Rule 2.19 of the Insolvency Rules 1986)

	Name of Company	Company number
	In the [fhi] name of court]	For court use only Court case number :
Name and address of holder of qualifying floating charge	L (a)	
(b) Give name(s) and Idress(cs) of administrator(s)	gives notice that (b)	
) insert name and address of registered office of company	is / are hereby appointed as administrator(s) of (c),	
*Defete as applicable	(i) I consent to act as administrator; (ii) I am of the opinion that I reasonably likely to be achieved; (iii) I *have / have not had any the company *and I have provided a summary of any prior profe company to the appointor; and (iv) I certify that I am authorised the Insolvency Act 1986 to act as an insolvency practitioner (LP, No(s);)	he purpose of administration is prior professional relationship will ssional relationship(s) with the
(here joint administrators are appointed each administrator anost sign	*	······································

(a) Give betails of charge renea on, date registered and (if any) finançial limit

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

_ - . .

Form 2.7B continued

¹/₁Delete if not applicable 4. + [The appointor has given at least two husiness days' written notice to the holder of any prior qualifying floating charge(s), and a copy of that notice, *(which was filed at ______ *Delete as applicable court 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, copies of which are in the appointor's possession.] OR + [there are no prior qualifying floating charges.] 5. The company • is / is not, at the date of this notice, the subject of insolvency proceedings; *Delete as applicable (c) Give details of any current or ousstanding insolvency (e) proceedings يد الالاتيا ا "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. 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) (f) insert whether main or territorial proceedings 8. This appointment is in accordance with Schedule B1 to the Insolvency Act 1986.

> 9. Where there are joint administrators, a statement for the purposes of paragraph 100(2) of Schedule B1 to the Insolvency Act 1986 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.

Fono	2.7B	continued
	2.10	on an action

(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, 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	r Oaths or Notary Public or J	ustice of the Peace or Solicitor.	
		Endorsement to be co	mpleted by court	
(h) Insert date and time shown on fax transmission report		ion report indicates that this a	notice was filed at court	
(j) Insert date notice and documents delivered to court		upporting documents was del	ivered to the court	

Form 2.8BNotice of intention to appoint an administrator by company or director(s)

	Name of Company	Company number
	In the [full name of courts	For court use only Court case number
name and address of ed office of company	1. Notice is given that, in respect of (a)	· · · · · · · · · · · · · · · · · · ·
		("the company")
Delete as applicable	* the company / the directors of the company ("the appointer") intend	to appoint
(h) Give name(s) and fress(es) of proposed administrator(s)	(b)	
	as administrator(s) of the company.	- <u> </u>
ert name and address agh person la whom notice is given	 2. This notice is being given to the following person(s), being person(to appoint an administrative receiver of the company or an administrat paragraph 14 of Schedule B1 to the Insolvency Act 1986; (c)	tor of the company under
	 3. The company has not, within the last twelve months: (i) been in administration (ii) been the subject of a moratorium under Schedule AI to the Insolve a date when no voluntary arrangement was in force (iii) been the subject of a voluntary arrangement which was made duri under Schedule AI to the Insolvency Act 1986 and which ended prem 	ing a moratorium for the compar
	 (i) been in administration (ii) been the subject of a moratorium under Schedule AI to the Insolve a date when no voluntary arrangement was in force (iii) been the subject of a voluntary arrangement which was made duri 	ing a moratorium for the compar
	 (i) been in administration (ii) been the subject of a moratorium under Schedule AI to the Insolve a date when no voluntary arrangement was in force (iii) been the subject of a voluntary arrangement which was made duri under Schedule AI to the Insolvency Act 1986 and which ended prem section 7B of the Insolvency Act 1986. 	ing a moratorium for the compar- taturely within the meaning of
*Delete as applicable	 (i) been in administration (ii) been the subject of a moratorium under Schedule AI to the Insolva a date when no voluntary arrangement was in force (iii) been the subject of a voluntary arrangement which was made duri under Schedule AI to the Insolvency Act 1986 and which ended prem section 7B of the Insolvency Act 1986. 4. In relation to the company there is no: (i) petition for winding up which has been presented but not yet disposition application which has not yet been disposed of, or 	ing a moratorium for the comparaturely within the meaning of sed of

 Amaging to this notice is "a copy of the resolution of the company to appoint a record of the decision of the directors to appoint an administrator,

	Form 2.8B continue	:d
(a) freer name and address of pays in making declaration	I(c) (If making the declaration on behalf of appointer indicate capacity of g-directorisal citor)	
	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 arc, 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 3835	ſ
	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.	
	Consent of Floating Charge Holder to Appointment of Administrator(s) (Do not detach this part of the notice)	
() Appointer to insert address	If, having read this notice, you have no objection to the making of this appointment you should complet 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)	
	If your consent has not been given within five business days the appointor may make the appointment notwathstanding that you have not replied.	
(g) Insert name and address	(g)	
		-
(h) Give details of charge, date registered and (if any) financial limit	being the holder of the following floating charge over the company's property: (h)	_
	consents to the appointment of the administrator(s) in accordance with the details of this notice. SignedDated	
	(If signing on behalf of a firm or company state position or uPice held)	
	Endorsement to be completed by court	-
(j) Trisert date and tin	This notice was filed (j)	

Form 2.9BNotice of appointment of an administrator by company or director(s)(where a notice of intention to appoint has been issued)

	Rule 2.2
	Name of Company Company number
	in the [fill name of court]
a) Insert name and address of registered office of the company	1. Notice is given that, in respect of (a)
*Delete as applicable	* the company / the directors of the company ("the appointor") hereby appoints
(b) Give name(s) and ddress(cs) of administrator(s)	(6)
	as administrator(s) of the company.
*Delete as applicable	2. The written statement(s) in Form 2.2B *is / are attached.
	3. The appointor is entitled to make an appointment under paragraph 22 of Schedule B1 to the Insolvency Act 1986.
	4. This appointment is in accordance with Schedule B1 to the Insolvency Act 1986.
*Delete as applicable	5. The company *is / is not *an insurance undertaking / a credit institution / an investment undertaking providing services involving the holding of flunds or scourities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.
(o) insert whether main 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:
	 Where there are joint administrators, a statement for the purposes of paragraph 100(2) of Schedule B1 to the Insolvency Act 1986 is attached.

Form 2.9B continued

(d) Insjert date	8. The appointor has given at least five business days' written notice of the intention to appoint in accordance with paragraph 26(1) of Schedule B[to the insolvency Act 1986 and a copy of that notice was filed at court on (d)		
(c) Insert name and address of person making declaration	I (e)do solemnly and (If making the declaration on buhalf 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 conscientionsly believing the same to be true and by virtue of the Statutory Declarations Act 1835.		
	Declared at		
	Signed		
	This		
	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 court		
(†) Insert date and tim	This notice was filed (f)		

Form 2.10BNotice of appointment of an administrator by company or director(s)(where a notice of intention to appoint has not been issued)

	Rule 2.23
	Name of Company Company number
	In the For court use only Court case number
(a) insert pane and address of registered office of the company	1. Notice is given that, in respect of (a)
	("the company")
* Delete as appropriate	* the company / the directors of the company ("the appointer") hereby appoints
(b) Give name(s) and address(cs) of administrator(s)	(b)
	as administrator(s) of the company.
"Delete as applicable	 The written statement(s) in Form 2.2B * is / are attached.
	3. The appointor is entitled to make an appointment under paragraph 22 of Schedule B1 to the Insolvency Act 1986.
	4. This appointment is in accordance with Schedule B1 to the Insolvency Act 1986.
	5. The company has not, within the last twelve months: -
	 (i) been in administration (ii) been the subject of a moratorium under Schedule AI to the Insolvency Act 1986 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 Act 1986 and which ended prematurely within the meaning of section 7B of the Insolvency Act 1986.
	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.
* 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.
(c) insert whether main 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 (c) proceedings as defined in Article 3 of the BC Regulation:

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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.
	Form 2.10B continued
*Delete as applicable	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 100(2) of Schedule B1 to the insolvency Act 1986 is attached.
(d) Insertinging and address of	1 (d)
person making dicelaration	(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 notice was filed (c)

This _____ day of

before me

(c) Inseit dase and time

Form 2.11BNotification of appointment of administrator (for newspaper and London Gazette)

20

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

.

		Rule 2.27
	Name of Company	Company number
	In the	Court case number
	[full name of court]	
	Nature of business	· <u></u>
(a) insert the number of the trade classification listed overfeef which most closely relates to the business of the company	Trade classification (a)	
(b) insert date	Administrator appointment made on (b)	
	Name(s) and address(cs) of administrator(s)	· · · · · · · · · · · · · · · · ·
		<u> </u>
	Joint / Administrator(s) (IP No(s))

TRADE CLASSIFICATION

NOTE: This page is not part of the advertisement

DIVISION

- 01 AGRICULTURE
- 02 FORESTRY AND FISHING

DIVISION 1

03 MINING AND ENERGY INDUSTRIES

DIVISION2

MANUFACTURING INDUSTRIES:---

- 04 MANUFACTURE OF FOOD, DRINK AND TOBACCO 33 INSURANCE
- 05 MANUFACTURE OF CHEMICALS
- 06 METAL MANUFACTURE
- 07 ENGINERRING AND ALLIED INDUSTRIES
- 08 TEXTILES AND CLOTHING MANUFACTURE
- 09 MANUFACTURE OF TIMBER AND FURNITURE
- 10 PAPER, PRINTING AND PUBLISHING
- 11 OTHER MANUFACTURE

DIVISION 3 WHOLESALE DISTRIBUTION:---

- 12 WHOLESALI, OF FOOD DRINK
- 13 WHOLESALE OF TEXTILES AND CLOTHING
- 14 MOTOR VEHICLES WHOLESALERS
- 15 OTHER WHOLESALE

DIVISION 4 RETAILING ----

- 16 RETAIL OF FOOD, DRINK AND TOBACCO
- 17 RETAIL OF TEXTILES AND CLOTIENG
- 18 RETAILS OF BOOKS, PAPERS ETC
- 19 MOTOR VEHICLES AND PETROL SALES
- 20 RETAIL OF FURNITURE
- 21 RETAIL OF ELECTRICAL GOODS
- 22 OTHER RETAIL

DIVISION 5 CONSTRUCTION:-

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

Form 2.12BThe Insolvency Act 1986Notice of administrator's appointment

DIVISION 6

TRANSPORT AND COMMUNICATIONS:-+

- 28 ROAD TRANSPORT
- 29 AIR TRANSPORT
- 30 SHIPPING
- 31 TRAVEL AGENTS
- 32 OTHER TRANSPORT, COMMUNICATIONS

DIVISION 7 FINANCE AND BUSINESS SERVICES:-

- 34 ACCOUNTANTS AND LEGAL SERVICES
- 35 REAL ESTATE
- 36 · COMPUTER SERVICES
- 37 MANAGEMENT SERVICES
- 38 OTHER BUSINESS SERVICES

DIVISION 8 OTHER SERVICES:--

- 39 RECREATONAL SERVICES
- 40 MEDICAL SERVICES
- 41 EDUCATIONAL SERVICES
- 42 REPAIRS OF CONSUMER GOODS
- 43 LAUNDRY
- 44 ILAIRDRESSING & BEAUTY PARLOURS
- 45 SCRAP METAL DEALERS
- 46 OTHER SERVICES

DIVISION 9

HOTELS AND CATERING:-

- 47 RESIDENTIAL ACCOMMODATION
- 48 LICENSED PREMISES
- 49 RESTAURANTS
- 50 OTHER CATERING

			Rule 2.2
	Name of C	Company	Company number
	In the	[ful] name ofcCourt]	Court case number
(a) Insert full name(s) and address(es)	l/We (a)	· · · · · · · · · · · · · · · · · · ·	
	· .	· · · · · · ·	· · · · · · · · · · · · · · · · · · ·
	give notice	that *1 was / we were appointed as administrator(s)	of the above company on:
(b) Insert date	(0)		
	Signed		
	Dated		
	Joir	nt / Administrator(s) (IP No(s))
Contact Details:	:	·····	
Van de unt hann te sine aus as	atant informati		
You do not have to give any co the box opposite but if you do, it House to contact you if there is a	will help Comp	paínies	~~~ <u>~</u>
The contact information that you to searchers of the public record			Tel
		DX Number 100	X Exchange
		When you have completed and signed this form please send it t	to the Registrar of Cumpanies st:
Companies House receipt dar	e barcodz	Companies Honse, Crown Way, Cardiff, CF14 3UZ	DX 33050 Cardiff

Form 2.13BNotice requiring submission of a statement of affairs

		Rule 2.28
	Name of Company	Company number
	In the	Court case number
 (a) Insert full name of each person required to submit statement 	The Administrator(s) require(s) a statement of affairs to be prop (a)	
(b) Insert full name of company	as to the affairs of (b)	_ ("the company").
(c) Insert full some and address of each person sent this nutice	A notice requiring submission of a statement of affairs has been (c)	
	·	
(d) Insert date	The statement of affairs must be submitted within 11 days of re-	
(c) Insert name of administrator(s)	(d) to (c)	
(f) Insect full address	at (f)	
	Signed Joint / Administrator(s)	
	Dated	
	WARNING	
	It is an offence under paragraph 48(4) of Schedule B1 to the Insolvenc excuse to comply with this requirement.	y Act 1986 if you fail without reasonable
(g) Delete words in brackets if not applicable	Section 235 of the insolvency Act 1986 places a duty on you (g) (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 section 235 of the Insolvency Act 1986, may make you liable to a fine and, for continued contravention, to a daily default line.	
	Under paragraph 10 of Schedule 1 to the Company Directors Disqualit statement of affairs or to co-operate with the administrator under section matters which may be taken into account by the court in determining y or to be involved in the management of a company. Unfit conduct may Company Directors Disqualification Act 1986.	on 235 of the Insolvency Act 1986 are whether a person is unfit to be an officer of
	Note:	

Forms and instructions for the preparation of the statement of allairs are enclosed. Under Rule 2.32 reasonable expenses incurred in making the statement of affairs can be claimed out of the company's assets.

Form 2.14BStatement of affairs

		Rule 2.29
	Name of Company	Company number
	In the	Court case number
	[full name of court]	
(a) Insert manne and address of registered office of the company	Statement as to the affairs of (a)	
(b) Insert date	on the (b) 20 , the date that the com	
	Statement of Truth	
	I believe that the facts stated in this statement of affairs are a full, tru affairs of the above named company as at (b)	
	Full name	
	Signed	
	Dated	

A-Summary of Assets

Assets		Book Value	Estimated to Realise
Assets subject to fixed charge:		£	£
			-
Assets subject to floating charge:			
Uncharged assets:			
-			
Estimated total assets available for	r preferential creditors		
Sionature	Date	L	<u></u>

Signature_____ Date _____

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)	£	4	
Estimated total assets available for floating charge holders		£	
Debts secured by floating charges	l £		
Estimated deficiency/surplus of assets after floating charges	<u> </u>	£	
Estimated prescribed part of net property where applicable (brought down)	£		
Total assets available to unsecured creditors		£	
Unsecured non-preferential claims Estimated deficiency after floating charge where applicable (brought down)	£		
Estimated deficiency/surplus as regards creditors		£	
Issued and called up capital	L E		
Estimated total deficiency/surplus as regards members	L	£	

Signature _____ Date _____

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.

Signature _____

Date _____

COMPANY SHAREHOLDERS

Name of Shareholder	Address (with postcode)	No. of shares held	Nominal Value	Details of Shares held
· · · · · · · · · · · · · · · · · · ·				· · · · · · · · · · · · · · · · · · ·
······				
	<u> </u>			
, er mann na 50° a 10° 104 a a a ann an	<u></u>			
	······································	é		· · ·
	TOTALS			

Signature____

Form 2.15BStatement of concurrence

Date _

Rule 2.29

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

	Name of Сопрапу	Company number
	In the	Court case number
	[full name of coast.]	
(a) insert full name and address of registered office of company to which statement of affairs relates	With regards the Statement of Affairs of (a)	
(b) Insert date statement of truth on the statement of affairs was made	made m (b)	
(c) Insert full name of person who made the statement of truth on the statement of affairs being concurred with	by (c) Statement of Truth	······································
(d) insert full name and address of person making statement	((d)	······································
"Delate as applicable	* concur with the Statement of Affairs of the above company and I be Statement of Affairs are a full, true and complete statement of the affa it entered administration.	
	OR	
(c) 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	<pre>*concur with the Statement of Affairs of the above company, subject t (e)</pre>	
matters to which you have no direct knowledge and indicate reason for listing them	· · · · · · · · · · · · · · · · · · ·	
	and believe that, subject to these qualifications, the facts stated in the s and complete statement of the affairs of the company on the date that	
	Full name	
	Signed	

Dated ____

Form 2.16BThe Insolvency Act 1986Notice of statement of affairs

	Name of Company	у	Company number
	In the		Court case number
		[full name of court]	
Insert full name(s) aud address(cs) of administrator(s)	J/₩¢ (a)		
			,
clete as applicable	attach a copy of:- * the statement(s) of	f affairs:	
	* the statement(s) of	•	
		t order limiting disclosure in respect of the stat	tement of affairs
		ninistration of the above company.	
	-	·	
	Signed Joint / Admi	nistrator(s)	
	·		
	i Jated	<u> </u>	
Coplact Detail	s:		
You do not have to	give any contact informati		······································
You do not have to the box opposite but	give any contact informati if you do, it will help Comp	panies	······································
You do not have to the box opposite but House to contact yo The contact informa	give any contact hubman if you do, it will help Comp u if there is a query on the tion that you give will be v	naries form.	
You do not have to the box opposite but House to contact yo	give any contact hubman if you do, it will help Comp u if there is a query on the tion that you give will be v	naries form.	Tc1
You do not have to the box opposite but House to contact yo The contact informa	give any contact hubman if you do, it will help Comp u if there is a query on the tion that you give will be v	panies form. · · · · · · · · · · · · · · · · · · ·	· T · · · ·
You do not have to the box opposite but House to contact yo The contact informa	give any contact hubman if you do, it will help Comp u if there is a query on the tion that you give will be v	panies form. · · · · · · · · · · · · · · · · · · ·	DX Exchange
You do not have to the bux opposite but House to contact yo The contact informa to searchess of the pr	give any contact hubman if you do, it will help Comp u if there is a query on the tion that you give will be v	panies form. isible DX Number	DX Exchange

Form 2.17BThe Insolvency Act 1986Statement of administrator's proposals

				••••	
	Name of Company	ý			Company number
	in the	; ·	· · · · · · · · · · · · · · · · · · ·	<u></u>	Court case number
				[full.name of court]	
rt full name(s) and (es) of Erator(s)	I / We (a)				
			•		• • • • • • • • • • • • • • • • • • •
Delete as applicable	attach a copy of *m	ıy/ourp	oroposals in respect of	the administration of t	he above company,
	A copy of these pro-	p osa ls w	as sent to all known c	reditors on	
(h) insert date	(b)]	
	Ļ				
	Signed Joint / Admi	nistration			
	Dated		<u> </u>		
	· <u>····</u>			ap; • • • • •	<u> </u>
	1:		, · · · · · · · · · · · · · · · · · · ·		
Contact Details			1		
You do not have to	give any contact informat			· · · · · · · · · · · · · · · · · · ·	
You do not have to the box opposite but 'House to contact you	if you do, it will help Cump if there is a query on the	pantes form	······································	· · · ···	· · · · · · · · · · · · · · · · · · ·
You do not have to the box opposite but 'House to contact you	if you do, it will help Cump a if there is a query on the ion that you give will be v	pantes form	······································	· · · ···	Tel
You do not have to the box opposite but House to contact you The contact informat	if you do, it will help Cump a if there is a query on the ion that you give will be v	pantes form	DX Namher	1	Tel
You do not have to the box opposite but House to contact you The contact informat	if you do, it will help Cump a if there is a query on the ion that you give will be v	nantes form. fisible		גם (

Form 2.18BThe Insolvency Act 1986Notice of extension of time period

	In the	· · · · · · · · · · · · · · · · · · ·	·····	Court case number	
		[f	ell name of court)		
Insent full name(s), and address(es) of the administrates(s)		a)			
(h) F urner wares and					
(b) Insen name and dress of registered office of ontoparty					
Or ontopany	the time period set out in:				
	* paragraph 49(5)(b) of Scl	hedule B1 to the insolvency Act	1986 ("the Sche	dule") has been extended "	to
*Delete as applicable	(c)				
(c) Insert date		Schedule has been extended to			
	* paragraph 51(2)(b) of the	Schedule has been extended to	(c)		
	Joint / Administrate				
	Dated				
		7-16-001-0-			_
Contact Det	ails:				
the box opposite	to give any contact information in but if you do, it will help Companies	5			
The contact infor	you if there is a query on the form mation that you give will be visible			Tel	<u> </u>
to scatchers of the	e public record	DV Number		L Dxchange	
	·····-	DX Number	גט	LACOMER	

Form 2.19BNotice to attend meeting of creditors

		Rule 2.34
	Name of Company	Company number
	In the	Court case number
	່ ຄົນໄມ່ ຫຼາຍເຊັ່ງ	f cour()
(a) insert full name(s) and address(cs) of administrator(s)	Notice is hereby given by (a)	· · · · · · · · · · · · · · · · · · ·
(b) Insert name of person required to affend	to (b)	
*Delete as applicable	*director / officer / former director / former officer of	
(c) Insert full carne 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)	<u></u>
(e) Insert date and time of	on (c) 20 at	hrs.
meeting	The meeting is:	
* Delete as applicable	*(1) an initial creditors' meeting under paragraph 51 of Schedule I	31 to the Insolvency Act 1986; or
	*(2) an initial creditors' meeting requested under paragraph 52(2) 1986.	of Schedule B1 to the Insolvency Act
	I require you to attend the above meeting.	
	Signed Joint / Administrator(s)	
	Dated	
	A copy of the proposals is attached	

Form 2.20BNotice of a meeting of creditors

			Rule 2.
	Name of Company		Company number
	In the		Count case number
	•	[full name of court]	
(a) Insert (tul) name(s) and address(cs) of the administrator(s)	Notice is hereby given by (a)	<u> </u>	
(b) Insert full name and eddress of registered office of the company	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 &i	hrs.
	The meeting is:		
*Delete as applicable	 *(1) an initial creditors' meeting und Schedule"); *(2) an initial creditors' meeting req *(3) to consider revisions to my prop *(4) a further creditors' meeting und *(5) a creditors' meeting under parage 	uested under paragraph 52(2) of the bosals under paragraph 54(2) of the paragraph 56 of the Schedule;	he Schedule;
	i invite you to attend the above meeti	ing.	
	A proxy form is enclosed which shot cannot attend and wish to be represent		ne by the date of the meeting if you
	In order to be entitled to vote under F hours on the business day before the		
	Signed Joint / Administrator(s)		
	Dated		
* Delete as applicable	A copy of the *proposals / revised pr	oposais is attached	

Form 2.21BCreditor's request for a meeting

	Name of Company	Company number
	L	
	In the	Court case number
	[tip]] Jijo Di com]	
(a) insert full name and ess of the creditor making the request	I (a)	
(b) insert full name and ress of registered office of the company	request a meeting of the creditors of (b)	
(c) insert amount of claim	My claim in the administration is (c)	
(d) Insert full narte(s) and address(es) of creditors arring with the request (if ny) and their claims in the administration if the ucesting creditor's claim is below the required 10%	(d)	nya_1 <u></u>
	· · · · · · · · · · · · · · · · · · ·	
	· .	
	concur with the above request, and I attach copies of their written config	nation of concutrence.
(e) insert details of the purpose of the macting	The purpose of the meeting is (0)	

Form 2.22BThe Insolvency Act 1986Statement of administrator's revised proposals

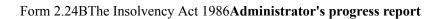
	Name of Company			Company number
	In the	· · · · · · · · · · · · · · · · · · ·	I	Court case number
		[]	fall name of goart	
t full name(s) and address(cs) of administrator(s)	I/We (a)			·····
slete as applicable	attach as a schedule to the above company.	this form a copy of $*my$ / our revi	sed proposals in re	spect of the administration of
	A copy of these revise	d proposals was sent to all known	creditors on	
(b) Insert date	(b)			
	Signed			
	Joint / Adminis	trator(s)		
	Dated			
	<u></u>			<u></u>
	s:			
Contact Detail		in		
You do not have to the box opposite but	give any contact information if yes do, it will help Compan	ie,s		
You do not have to the box opposite but House to contact yo The contact information	if yee do, it will help Compan µ if there is a query on the for then that you give will be visit	ies		Tel
You do not have to the box opposite but House to contact yo	if yee do, it will help Compan µ if there is a query on the for then that you give will be visit	ies		Tel
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Form 2.23BThe Insolvency Act 1986Notice of result of meeting of creditors

		Rule 2.46
	Name of Company	Company number
	In the [full name of court]	Court case number
	· · · · · · · · · · · · · · · · · · ·	
 (a) Insett full name(s) and address(es) of the administrator(s) 	1/We(a)	
*Delete as applicable	hereby report that *a meeting / an adjourned meeting of the creditors of the	above company was held at
(h) Insert place of meeting	(b)	
(c) Insert date of meeting	on (c)	at which:
*Delete as applicable	*1. Proposals / revised proposals were approved.	
	 Proposals / revised proposals were modified and approved. 	
(d) (iive details of the	The modifications made to the proposals are as follows:	
modifications (if any)	(d)	···
		· · · · ·
(c) Insert time and date of	*3. The proposals were rejected.	
adjourned meeting	*4. The meeting was adjourned to (e)	
(t) Details of other resolutions passed	*5. Other resolutions: (f)	
puova		

	、 、	Form 2.23B continued
	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 receive such documents prior to the meeting.	s attached for those who did not

Contact Details:	······································	
You do not have to give any contact informat the box opposite but if you do, it will help Crany House to contact you if there is a query on the The contact information that you give will be y to searchers of the public record	form	Tct
to searchers of the profit record	DX Number	DX Exchange
Companies House receipt date bureode	When you have completed and signed this Companies House, Crown Way, Carold	form please send it to the Registrar of Companies at: , CF14 3UZ DX 33050 Cardiff



[ûil name of court]	
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	Tel
D1	X Exchange
nd signed this form please send it i	to the Registrar of Companies at:

Form 2.25BThe Insolvency Act 1986Notice of conduct of business by correspondence

Rule 2.48

	Name of Company	Company number
	In the	Court case number
	[full name of	cCourt]
(a) insert full name(s) and address(es) of the administrator(s)	Notice is hereby given by (a)	· · · · · ·
(b) Insert full name and address of registered office of the company	to the creditors of (b)	•
(c) Insert number of resolutions enclosed	that, pursuant to paragraph 58 of Schedule B1 to the Insolvency Ac resolutions for your consideration. Please indicate below whether resolution.	xt 1986, enclosed are (c) you are in favour or against each
(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 details in writing of your claim. Failure to do so will lead to your y	counted. It must be accompanied by vote(s) being disregarded.
Repeat as necessary for the number of resolutions attached	Resolution (1) I am *in Favour / Against Resolution (2) J am *in Favour / Against	
	If you require any further details or clarification prior to returning address above.	your votes, please contact me / us at the
	Signed Joint / Administrator(s)	
	Dated	

Form 2.26BThe Insolvency Act 1986[Amended] Certificate of constitution of creditors' committee

41

					Rı
	Name of Compan	у У		· · · · · · · · · · · · · · · · · · ·	Company number
	In the			•	Court case number
			ູ ຕໍແນ	name of could	
) insert full name(s) and address(es) of the administrator(s)	I / Wo (a)				
	certify that the credi membership is as fo	tors' con	mmittee of the above compan	y has been dul	y constituted and that the
(b) Insert full names and asses of each member of the committee	-				
• Delete as applicable Insert date of previous certificate			e certificate issued by me / w		
	Signed Joint/Admin	istrator(:			
			·		
Contact Details:	:		·····	<u></u>	······································
You do not have to a	give any contact informati	on in		· · · · ·	······································
the box opposite but if	f you do, it will help Comp if there is a query on the	anies	· · · · · · · · · · · · · · · · · · ·		· · · · ·
The contact informati-	on that you give will be v	isible			Tel
to searchers of the public record			DX Number	m	
to searchers of the pur				D2	X Exchange
to searchers of the pur		When w	nu have completed and signed this for		

Form 2.27BThe Insolvency Act 1986Notice by administrator of a change in committee membership

					Ru -
	Name of Company			Company number	
	In the	<u></u>	[full name of pourt]	Court case number	
(a) Insert full name(s) and address(es) of administrator(s)	L/ We (a)	· · · · ·			
(b) Insert full name and address of all new appointers to the committee	certify that the creditors' co Appointed: (b)	mmittee of the abo		as follows:	
(c) Insert full name and address of each person who has resigned or has been removed from the committee	R¢signed/Removed: (c)	· · · · · · · · · · · · · · · · ·		· · · · · · · · · · · · · · · · · · ·	
	Joint / Administrato	r(s)	 		
Contact Details			<u></u>		
the box opposite but House to contact you The contact informat	give any contact information in if you do, it will help Companies if there is a query on the form, ion that you give will be visible				
to scarchers of the pu	blic record	DX Number		DX Exchange	
Companies Rous		os have completed and	signed this firm please send	it to the Registrar of Companies at:	

Form 2.28BThe Insolvency Act 1986Notice of order to deal with charged property

			Rul
	Name of Compan	,	Company number
	In the		Court case number
		[fa]	name of court]
Insert full name(s) and address(es) of administrator(s)	I / We (a)		
Delete as applicable	administrator(s) of t	ne above company obtained an order for	the disposal of *charged property / goods in
	possession of the co	mpany under a hire-purchase agreement	01
(b) Inseré date	(0)		
	A copy of the said c	ourt order is attached.	
	Signed		
	Joint / Admi	nistrator(s)	
	Dated		
Contact Details		· · · · · · · · · · · · · · · · · · ·	
You do not have to	give any contact informat	on in	
the box opposite but i	if you on, it will help Comp i if there is a query on the	anies	· · ·
The contact luformat to searchers of the put	tion that you give will be a	isible	
to actuacities of the pa		DX Number	DX Exchange
Compositor Unive	o monint data harooda	When you have completed and signed this form y	•••••
Companies Hous	e receipt date barcode	Companies House, Crows Way, Cardiff, CF4	4 3¥Z DX 33050 Cardiff

Form 2.29BAffidavit of debt

		Rul			
	Name of Company	Company number			
	In the	Court case number			
	[full name of court]				
(a) Insert full name, ress and description person making oath	I, (a)	·			
	state on oath:				
Delete as applicable	1. Tbat				
 (b) State capacity og director, secvetary, 	* [am a creditor of the above named company * [am (b)				
solicitor etc State full name and	of (c)				
address of creditor (d) State means of nowledge of matters	a creditor of the above named company. I have been concerned in this r (d)	uatter			
sworn to in allidavit	and am authorised by the creditor to make this affidavit on its / his beha				
(e) Insert date	2. That the said company on (e) the date o	n which the company entered			
	administration was and still is justly and truly indebted * to me / to the said croditor in the sum of				
	£ as shown in the proof of debt exhibited hereto marked 'A				
	SWORN				
	Before me				
	Solicitor				
	Date				

Form 2.30BThe Insolvency Act 1986Notice of automatic end of administration

45

					Rule
	Name of Company	y		Company number	
	In the	-	ame of@Court]	Court case number	
(a) insert name(s) and dress(es) of administrator(s)					
Insert name and address of the registered office of company	having béen appoin	icd administrator(s) of (b)			
laxert date al'appuintment Insert name of appointer / applicant "Delete as applicable		by (d)by (d			
	I / We attach a copy Signed Joint / Admin	of the final progress report.			
	Dated				
	<u></u>	- <u> </u>	 		
Contact Details	51	· · · ·	<u> </u>	n	
the box opposite but House to contact you	give any contact informat if you do, it will help Comp i if there is a query on the ion that you give will be v	torm.			
to searchers of the pa		DX Number		Tel DX Exchange	

Form 2.31BThe Insolvency Act 1986Notice of extension of period of administration

	Name of Company		Company number	
	In the	· · · · · · · · · · · · · · · · · · ·	Court case number	
		[full-manage of court]		
(a) insert name(s) and dress(cs) of administrator(s)	I / We (a)			
) Insert name and address of registered office of company	having been appointer	administrator(s) of (b)		
			("the compa	any")
 c) Insert date of appointment d) Insert name of appointor / 	on (c)	by (d)		
applicant .	hereby give notice the	t the administration has been extended:		
*Delete as applicable	* by order of the cour			
	* with the consent of a	the company's creditors		
(c) Insert dute	until (e)			
	Signed			
	Joint / Adminis	strator(s)		
	Dated	······································		
	· · ·			
	82			
Contact Details		1		
You do not have to	give any contact information	a io		
You do not have to the box opposite but	if you do, it will help Compar	ues		
You do not have to the bex opposite but House to contact you The contact informat	if you do, it will help Compar a if there is a query on the lo then that you give will be vis	nies m	Tçi	·
You do not have to the box apposite but House to contact yes	if you do, it will help Compar a if there is a query on the lo then that you give will be vis	nies m	Tel DX Exchange	· · · ·
You do not have to the bex opposite but House to contact you The contact informat	if you do, it will help Compar a if there is a query on the lo then that you give will be vis	ties m jojo		·

Form 2.32BThe Insolvency Act 1986Notice of end of administration

			· · · · · · · · · · · · · · · · · · ·
	Name of Company		Company munber
	In the	[lit] 1 12 of court]	Court case number
(a) Insert name((s) and necessary administrator(s)	17 We (a)		
 i) firstert name and address, of registered office of company 	having been appointed	d administrator(s) of (b)	·
			("the company")
(e) Insert date of appointe ent	on (c)	·by (d)	·································
) Insert name all appointer			
	hereby give notice that relation to the compar-	\mathbf{t} (\mathbf{J} / we think the purpose of administration has \mathbf{u}_{i}	been sufficiently achieved in
	I / We attach to this a	otice a copy of the final progress report.	
	I/We have sent a copy	of this notice to the registrar of companies	
	Sigued		
	Joint / Admini	istrator(s)	
	Dated	<u> </u>	
	·		
		Endorsement to be completed by the	ie court
(e) hear data and time	This form and the	attached documents have been filed (c)	
(c) it for the black the			
Contact Details			
contract pectra.			·····
	give any contact information if you do, it will help Compar-		
	a if there is a quory on the fo	····	· ···
The energy of the Comment	tou may you give win be visi		191
The contact informat at searchers of the pu			DN Is a domestic
The condict informat		DN Nu~her	Dir Dadabişt.
The condict informat	–.		
The contact informat to searchers of the pu	–.	DN Number	

Form 2.33BThe Insolvency Act 1986Notice of court order ending administration

Rule 2.116

	Name of Compar	ny	Company mimber
·	<u> </u>		
	In the	·	Court case number
		full name of co	pi rt]
(a) Invert name(s) and addross(csi of administrator(s)			
(b) Insert name and dress of registered office of company		nted administrator(s) of (b)	
(c) Insert date of appointment		hy (d)	
(d) inser name of applicant (oppointer (e) insert cote	hereby give notice	that the court has ordered that the administration order is attached.	tion shall end on (c)
	1 / we attach to this	s notice a copy of the final progress report	
	Signed		
	Joint / Adm	ninistrator(s)	
	Dated		
Contact Details			
You do not have to	give any contact informat		·
You do not have to the hoy opposite but i House to confact you	give any contact informal if you do it will help from i if there is a query on the	ipanies. 6 Torm	· · ··································
You do not have to the hoy opposite but House to confact you	give any contact informat if you do it will help Com i if fters is a query on the ton that you give will be	ıpanies = forπ:	
You do not have to the hoy opposite hat House to confact you The sonact informat	give any contact informat if you do it will help Com i if fters is a query on the ton that you give will be	ipanies. 6 Torm	Tel DN Badange
You do not have to the hoy opposite hat i House to confact you The sonact informat	give any contact informat if you do it will help Com i if fters is a query on the ton that you give will be	1panies = forπ:	DN Exclange

Form 2.34BThe Insolvency Act 1986Notice of move from adminstration to creditors' voluntary liquidation

	Name of Company		Company number		
	Tn (b e	{full nume of court]	Lourt case number		
(a) Lusert name(s) and address(es) of administrator(s)	1 / We (a)		····		
i) Insert nume and address of registered office of company	having been appointed ac	Intenistrator(s) of (b)			
(c) Insert date of appointment		by (d)			
Insert name of applicant / appointor	hereby give notice that:	ph 83(1) of Schedule B1 to the Insolvency A	1 1986 upply		
(e) Insert neme(s) and diress(es) of Siquidator(s)	• • •)			
	will be the liquidator(s) of the company (IP No(s))				
	I / We attach a copy of th				
	Signed				
	Joint/Administrat	or(s)			
	Dated	<u> </u>			
Contact Details					
You do not have to the box opposite but	give any contact information in if you do, it will help Companies	· · · · · · · · · · · · · · · · · · ·			
Yeu do not have to the box opposite but House to contact you The contact informa	give any contact information in if you du, it will help Comptanies a if there is a query on the form, tion that you give will be visible	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		
You do not have to the box opposite but House to contact you	give any contact information in if you du, it will help Comptanies a if there is a query on the form, tion that you give will be visible	· · · · · · · · · · · · · · · · · · ·	Tcl		
Yeu do not have to the box opposite but House to contact you The contact informa	give any contact information in if you du, it will help Comptanies a if there is a query on the form, tion that you give will be visible	· · · · · · · · · · · · · · · · · · ·	Tel		

Form 2.35BThe Insolvency Act 1986Notice of move from administration to dissolution

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

	Name of Company		Company number
	· · ·		
	In the		Court case number
		[full name of court	0
(a) Insert name(s) and address(cs) of administrator(s)	¥ / We (a)		·····
insert name and address of registered affice of company	having been appointed ad	ministrator(s) of (b)	* * * • • • • • • • • • • • • • •
(c) Insert date of appointment (d) Insert name of applicant / appointor	on (c)	by (d)	
	apply. I / We attach a copy of th Signed	e final progress report.	
	T / We attach a copy of th Signed Joint / Administra	· · ·	
	T / We attach a copy of th Signed Joint / Administra	ator(s)	
	T / We attach a copy of th Signed Joint / Administra	ator(s)	
Contact Detail	F / We attach a copy of th Signed Joint / Administra Dated	ator(s)	
Contact Detail	F / We attach a copy of th Signed Joint / Administra Dated	ator(s)	
You do not have to the box opposite but	F / We attach a copy of th Signed Joint / Administra Dated lated lst easy contact information in if yourds, it will help Comparies	ator(s)	
You do not have to the box opposite but House to contact yo The contact informs	F / We attach a copy of th Signed Joint / Administra Dated	ator(s)	· · · · · · · · · · · · · · · · · · ·
You do not have to the box opposite but House to contact yo	F / We attach a copy of th Signed Joint / Administra Dated	ator(s)	· · · · · · · · · · · · · · · · · · ·
You do not have to the box opposite but House to contact yo The contact informs	F / We attach a copy of th Signed	(s)	Tel DX Exchange

Form 2.36BThe Insolvency Act 1986Notice to registrar of companies in respect of date of dissolution

	Name of Company				Company number	
	In the	<u>.</u>	· · · · · · · · · ·		Court case number	
			[full name of court]			ŀ
Insert name(s) and address(cs) of administrator(s)	I/We (a)		,		······································	
					· · · · · · · · · · · · · · · · · · ·	
	hereby give notice the Insolvency Act 1986	hat the court has mad 6 and a copy of that o	e an order under parag rder is attached.	graph	84(7) of Schedule B1 to the	•
	Signed					
			Contraction of the second second second			
		nistrator(s)				
		nistrator(s)				
						_
Contact Detail	Dated					
You do not have to	Dated	ion in		·		
You do not have to the box opposite but House to contact yo	Dated	ion in connection in connectio				
You do not have to the box opposite but House to contact yo	Dated	ion in sanies form.				
You do not have to the box opposite but House to contact yo The contact informa	Dated	ion in connection in connectio			Tel DX Exchange	
You do not have to the box opposite but House to contact yo The contact informa to searchers of the p	Dated	ion in Danies form. isible DX Number		ase seit		

Form 2.37BThe Insolvency Act 1986Notice of intention to resign as administrator

Rule 2.120

	Name of Company	Company number
	In the [full name of count]	Court case number
(a) Insert.name und uddress of administrator	I, (a)	
*Delete as applicable	*the administrator / one of the administrators of the above company * 1 intend to resign from the said office of administrator with effect f	_
(b) Insert date	(b)	
	 * I intend to apply to the court for leave to resign from the said office (b) 	a of administrator on
	Signed	
(c) The date must be at least 7 duys before the administrator intends to resign or application is to be made to the court for leave to resign	Dated (c)	

Form 2.38BThe Insolvency Act 1986Notice of resignation by administrator

Rule 2.121

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

	Name of Company			Company number
	In the	ן לענו י	name of court]	Court case number
(a) insert name and address of administrator	I. (a)	·		
*Delete as applicable	*the administrator / one of t	he administrators of the above	e company havi	ng been appointed administrator o
Insert name and address of egistered office of company	(b)			-177-144
) lusert date of appointment d) insert name of applicant / appointor	 σπ (c)	by (d)		
	hereby give notice that:			
e) Insert date of resignation	* I resign from the said offic	ee of administrator with effect	t from (e)	
(f) Insert date of court order	OR			he said office of administrator an
	I hereby resign with effect f	řom (e)		
	Signed Administrator			
	Dated			
Contact Details	-			
	give any contact information in	· · · · ·	·	1787 S. Z. K. J.
House to centact you	if you do, it will help Companies (if there is a query on the form, ion that you give will be visible			
to searchers of the pu				Tel
		DX Number	ĎX	Exchange
	When y	ou have completed and signed this fo	nrm please send it to	the Registrar of Companies af:

Form 2.39BThe Insolvency Act 1986Notice of vacation of office by administrator

:	N 60			
	Name of Company		Company number	
۰ [In the	······································	Court case number	
:		[full nume of court]		
ert bame and address of person giving notice	Notice is hereby given by	(a)	······	
(h) insert nasue of administrator	that (b)	· · · · · · · · · · · · · · · · · · ·		
ort name and address of lered office of company		histrator / one of the administrators of (c)		
"Delete as applicable				
d) Insert date appointed sent name of applicant /		by (e)		
appointor	has vacated the office of a * he died on (f)	iministrator because:		
(f) insert date *Delete as applicable	* he was removed from office by order of the court, a copy of which is attached.			
isonio to afference	* he ceased to be qualified	to act as an administrator of the company		
	Signed			
	Dated			
		·	· · · · · · · · · · · · · · · · · · ·	
Contact Details:		:		
the box opposite but if	ive any contact information in fyour do, it will help Companies	·	u	
The contact information	if there is a query on the form, on that you give will be visible		Tel	
to searchers of the pub	lie record	DX Number	DX Exchange	
		you have completed and signed this form please send i		

Form 2.40BThe Insolvency Act 1986Notice of appointment of replacement/additional administrator

Company number

Rule 2.128

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

Name of Company

	In the				Court case number	
]	fall name of court]		
sert name and address of administrator	Notice is hereby giv	en that i	(8)			
)
sort name and address of stored office of company "Dolete as applicable	has been appointed	to he *a	dministrator / one of the		f(b)	
nsert name of applicant / appointor (d) Insert date	by (c)	•		on (d) _	<u></u>	
	This appointment is	an appo	oustment of			
*Delete as applicable	* a replacement adm * an additional adm					
	Signed					
	Dated					
			-1. \			
Contact Details	:		······································		· · · · · ·	
the box opposite but i	give any contact informati if you do, it will help Comp	anles	······································	4a <u></u>		
	if there is a query on the tion that you give will be y blie second				Tel	
to servere or the pu			DX Number		DX Exchange	-
		When y	ou have completed and signed	this form please send	it to the Registrar of Companies at:	

PART B

NEW FORMS 5.6, 5.7, 5.8, 6.81, 6.82, 6.83, 6.84 AND 12.1

Form 5.6Voting Form in Relation to a Proposal for a Voluntary Arrangement under Section 263A of the Insolvency Act 1986

Rule 5.40

(TTTLE)

(a) insert name of debtor	Name of debtor (a)
(b) Insert date	Date of proposal (b)
(c) insert name of creditor	Name of Creditor (c)
(d) Insen creditor's address	Ádéress of Creditor (d)
(c) Insert total value of creditoris claim	Total amount of claim (c) £
	If the total amount includes outstanding uncapitalised interest, please state amount £
	Particulars of how and when debt incurred
	Particulars of any security held, the value of the security and the date it was given. For voting purposes the amount you should vote for should be the amount you are owed minus the value of your security
	Unliquidated amounts Parsuant to Rule 5.41 (3) a creditor may vote for an unliquidated amount or any debt whose value has not been ascentained and for the purposes of voting (but not otherwise) his debt shall be valued at £1.00 unless the Official Receiver agrees to put a higher value on it.
(f) Delete as applicable	I vote to:- (I) ACCEPT / REJECT the proposal
	Signed
(g) Only complete if signing on liabilities a body corporate or a partnership or where signing as	Name in BLOCK CAPITALS
an agent. Where signing as an agent evidence of authority <u>mum</u> be forwarded to the	Dated (b)
Official Receiver with this form.	NOTES TO CREDITORS
(h) Oliiciul Receiver to insert address	In order to be eligible to vote on the proposal this completed form must be received by the Official Receiver at (h).
	,
 (j) Official Receiver to insert date and sign (as appropriate) 	By, (j)
(k) Official Receiver to insert relevant details of court and	The report to court on the approval or rejection of this proposal will be filed in (k)
number	of 20.
	To be completed by the Official Receiver
(1) Official receiver to insert amount	Admitted to vote for (1) £
	Date (j)

Form 5.7Order of Annulment under Section 261 of the Involvency Act 1986

Rule 5.52, Rule 5.55

(TITLE)

	Mr Registrar/District Judge
	Upon the application of (a)
(a) Insert full mone and address and description of applicant	And upon hearing
	And upon reading the evidence filed
	And it appearing that
(b) Delete as applicable	(b) a voluntary arrangement under section 258 has been approved and implemented and there being no
	application under section 262 for the revocation or suspension of that arrangement, or
(c) Insert date	(b) a voluntary arrangement under section 258 was approved and implemented on (c)
	there being no application under section 262 for the revocation or suspension of that anangement, and that the
	time period in Rule 5.55(2) has expired.
(d) Insert barkrupt's full title as set cart in the	It is hereby ordered that the bankruptcy order dated (c)
bankruptcy order	(d) is hereby annulled.
	And it is ordered that the petition filed on (c) be dismissed.
(a) Insert date of	And it is ordered that the registration of the petition as a pending action at the Land Charges Department of
registration / reference	H M Land Registry on (e)
number	and of the bankruptcy order on the register of writs and orders affecting land at that department on
	(e) be vacated upon
	application made by the bankrupt.

Dated ____

Notice to bankrupt

1. Should you, the bankrupt, require advertisement of this order in a local newspaper and/or the Gazette, you should within days, notify the Secretary of State, enclosing the prescribed fee, details of which can be obtained by contacting the official receiver.

2. It is your responsibility and it is in your interest to ensure that the registration of the petition and of the bankruptcy order at HM Land Registry is cancelled.

Form 5.8Order of Annulment under Section 263D of the Insolvency Act 1986

Rule 5.58

(TTTLE)

	Mr Registrer/District Judge in chambers
	Upon the application of the Official Receiver [and upon hearing]
	And upon reading the evidence filed
(a) insert date	And it appearing that a voluntary arrangement under section 263A was approved and implemented on (a)
(b) hisen bankript's	It is hereby ordered that the bankruptey order dated (a) against
full fille as set out in the benkroptcy order	(b) is hereby annulled.
	And it is ordered that the petition filed on (a) be dismissed.
(c) Easert date of registration / reference mumber	And it is ordered that the registration of the petition as a pending action at the Land Charges Department of II M Land Registry on (c)
	department on (c)

.Dated

Notice to bankrupt

1. Should you, the bankruph, require advertisement of this order in a local newspaper and/or the Gazette, you should within days, notify the Secretary of State, enclosing the prescribed lee, details of which can be obtained by contacting the official receiver.

2. It is your responsibility and it is in your interest to ensure that the registration of the petition and of the bankruptcy order at HM Land Registry is cancelled

Form 6.81Variation of Income Payments Agreement under Section 310A of the Insolvency Act 1986

Rule	6.	193	С

(TITLE)

	Mr Registrar/District Judge., in chambers
(a) Insert-full name and address of	Upon the application of (a)
app Ji cant.	··· ··· ··· ··· ··· ··· ··· ··· ··· ··
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
(h) Delete as applicable	(b) [the above-named bankrupt] [the irustee of the above-named bankrupt's estate].
didne and	And upon hearing
	And upon reading the evidence
	It is ordered that the income payments agreement under Section 310A of the hisolvency Act 1986 dated
	be varied as follows:-
	Dated

Form 6.82Notice under Section 279(2) of the Insolvency Act 1986

Rule 6.214A

(TITLE)

A bankroptcy order having been made by this court against

.

(a) Inser t full game	(B)_		
and address of			
bankrapt			
		•	

(b) Insert date of On (b) ______

Pursuant to section 279(2) of the Insolvency Act 1986, the Official Receiver states that the investigation of the banktupt's affairs is unnecessary or concluded.

Dated

[Deputy] Official Receiver

of

Notice to bankrupt

With effect from the date that this notice is filed in court you are discharged from bankruptey.

If you require a formal Certificate of Discharge please contact the court.

Even though you are discharged from bankruptcy you have a continuing duty pursuant to section 333 of the Insolvency Act 1986 to co-operate with the trustee in bankruptcy so that the trustee may carry out his functions. You should also note that the assets in your bankruptcy estate remain vested in your trustee in bankruptcy and they will <u>not</u> be returned to you.

If you fail to co-operate with the trustee without a reasonable excuse you are liable to be held in contempt of court and punished accordingly, and you may be sent to prison.

Form 6.83Notice to interested parties of a dwelling-house falling within Section 283A of the Insolvency Act 1986

	R	ule 6.237
	(TITLE)	
	In theCourt/District Registry	
	No	
(a) Insert date	Bankruptey order dated (a)	
(h) lesert tull name and address of trustee	I (b)	
	· · · · · · · · · · · · · · · · · · ·	
	the trustee in bankruptcy of the above named hereby notify	
(c) Insert name of bankrupt, and where applicable the name of the bankrupt's spouse or former spouse	(c)	
(d) Insert address of dweiling- heuse	That the dwelling-house (d)	
(e) Dalete if unregistered land or insert relevant Land Registry details	Registered at the Land Registry under title number (e)	
	and vested in me, the trustee in hankruptcy, pursuant to Section 306 of the Insolvency Act 19 within Section 283A of the Insolvency Act 1986	986, falls
	The last date under which I am able to serve this notice is	
(f) Insert relevant date which is nither 14 days before the third anniversary of the bankrupicy order or, 14 days before the	(f)	
third anniversary of when the official receiver or tractee became aware of the property	Dated	
	Signed	

Form 6.84Certificate issued pursuant to Rule 6.237B(1) of the Insolvency Rules 1986

Document Generated: 2023-08-22

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

Rule	6.237B
Ruic	

(a) Insert fall name and address of trustee	1 (a)
(b) Insert name of bankrupt	was appointed the trustee in bankruptey of (b)
(c) Insert date of appointment	on (c)
(d) Insert mode of appointment and delete the options that do not apply	J enclose a copy of my Certificate of Appointment (d)
	OR
	Official Receiver only
	I became trustee of the bankrupt's estate on (d) pursuant to Section 193(3) of the Insolvency Act 1986 (being the date the court was notified that no first meeting of creditors was summoned)
(c) Insert address	A consequence of my appointment as trustee was that the bankrupt's interest in the property (c) vested in me pursuant to Section 306 of the Insolvency Act 1986.
(f)Delete as applicable	Pursuant to (f) Section [283A (2)], [283A (4)] [of the Insolvency Act 1986], [Section 261(8) of the Enterprise Act 2002] and pursuant to Rule 6.237B of the Insolvency Rules 1986 and with effect from (g)
(g) insen dute on which the property vests in the bankrupt	I certify that from (g), in o longer have an interest in the property and that from that date my former interest has vested in (b)
	Signed:

Form 12.1The Insolvency Act 1986Notice to Registrar of Companies in respect of order under Section 176A

						Rule
	To the Regist	rar of	Companies		Company	Number
	Name of Cor	npany	ſ			
						Limited
	1/We					
Insert full netter and dress of office holder	of					
	<u> </u>	.				<u>. </u>
	~~ ~				<u> </u>	·
	attach a copy	ofa	court order made un	der section 176	5A of the Insolv	ency Act 1986
	Signed					
	Dated					
ontact Details:						
u do not have to give a	ny controt informs	tion				
the box opposite but impanies House to con	if you do, it will nlact you if there	is a				
ery on the form. The e a give will be visible to wrd			····	••••••••••••••••••••••••••••••••••••••	Те]	·····
			DX Number		DX Number	i
		32 (%a	n you have completed and	singed for form the	www.wend.it.ta.tha.De	mistrar of Communities of
Companies House rece	ipt date barcode		ar you nave completed phil apanies House, Crown Wi			zgisitat of Companies at: 50 Cardiff

PART C

NEW FORMS 3.2, 4.12, 4.17, 4.18, 4.19, 4.52, 5.2, 6.1, 6.2, 6.3, 6.25, 5.4, 6.30, 6.72, 6.73 and 6.79A Form 3.2**Statement of Affairs**

Rule 3.4

Statement as to aff	airs of
On the	20 the date of the Administrative Receiver's Appointment
Affidavit This affidavit must completed the rest	be sworn or affirmed before a Solicitor or Commissioner of Oaths when you have of this form.
I	······
and that the said co	the several pages attached marked are to the best of my ief a full, true and complete statement as the affairs of the above named company as at the date of the appointment of the administrative receiver ampany carried on business as
Sworn/affirmed at	· · · · · · · · · · · · · · · · · · ·
Date	· · · · · · · · · · · · · · · · · · ·
Signatures	
Before me	
	A Solicitor or Commissioner of Oaths

The Solicitor or Commissioner is particularly requested, before swearing/affirming 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/re-affirmed.

A - Summary of Assets

ssets		
ssets subject to fixed charge:	Book Value £	Estimated to Realise £
	1	
	1	
	2	
sets subject to floating charge:		
		:
icharged assets:		
	2	
timated total assets available for preferential credit	ors	
annarea retar assèrs àvaname rei firererentiar erenn		

Signature_____Date_____

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	L	£
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)	٦ ا	
Total assets available to unsecured creditors	£	£
Unsecured non-preferential claims Estimated deficiency after floating charge where applicable (brought down)	*	
Estimated deficiency/surplus as regards creditors		£
Issued and called up capital	£	
Estimated total deficiency/surplus as regards members	L	£
Signature Date		

COMPANY CREDITORS

Name of creditor or claiment	Address (with postcode)	Amount of debt £		Date security given	Value of security £
				:	
				-	
				- -	
	·		•		
				<u> </u>	

Note: You must include all creditors and identify any 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 reteation of title over property in the company's possession.

Form 4.12Order for Winding Up by the Court following upon the cessation of the appointment of an adminstrator

Kule 4.20	Rul	le	4	.20
-----------	-----	----	---	-----

(TITLE)

(a) insert nume(s) and address(cs) of administrator(s)	Cpon the petition of the administrator(s) (a)
(b) Insert date	of the above-named company, appointed on (b)
	And upon hearing And upon reading the evidence
	It is ordered that the appointment of the said administrator(s) shall cease to have effect
(c) Insert full name of the company	And it is ordered that (c) be wound up by this court under the provisions of the Insolvency Act 1986
⁸ Delete as applicable	*[And it is ordered that
 (d) Insert whether main, secondary or territorial proceedings (e) Insert any În ther terra of order, egras to costs 	*[And the court being satisfied that these proceedings are (d) proceedings as defined in Article 3 of the EC Regulation] And it is ordered (c)

* Delete as applicable

Note: \ast [The] [One of the] of ficial receiver(s) attached to the court is by virtue of this order liquidator of the company

Form 4.17Statement of Affairs

Those details w.ll be the					Ru
as those shown at the top of the winding-up patition		(TITL)	E)		
	In the		_No	of 20	
	STATEMENT OF AFFAIRS OF				
Delete as appropriate	on the directed by the Official Receiver)	20	the date of I	he winding-up order (or d	date
	The 'Guidance notes' booklet tell correctly.	s you h	iow to comple	te this form easily and	
	Show the company's current finance which will then be your statement of				fori
	This affidavit must be sworn or a				
(a) locat f: Longer and	Oaths or an officer of the court do completed the rest of this form	uly aut		ninister oaths when you	l ha
(a) Insert fail name and neetcarter	completed the rest of this form l(a)			ninister oaths when you	ha
	completed the rest of this form			ninister oaths when you	ha
neetonation	completed the rest of this form l(a) of (b)	pages e. 1 belief y as at ed by t	xhibited hereto a full, true and he Official Rec	and marked	
neetonation	completed the rest of this form 1(a) of (h)	pages e d belief y as at ed by t	xhibited hereto a full, true and he Official Rec	and marked	
neetonation	completed the rest of this form l(a) of (h)	pages e d belief y as at ed by t	xhibited hereto a full, true and he Official Rec	ninister oaths when you	
inectionary of	completed the rest of this form l(a) of (h) Make oath and say that the several pare to the best of my knowledge and affairs of the above named company winding-up order (or the date direct company carried on business as	pages e 1 belief y as at ed by t	xhibited hereto a full, true and he Official Rec	and marked	- ha

Before swearing the affidavit the Solicitor or Commissioner is particularly requested 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 need to be re-sworn.

A - Summary of Assets

Assets	Book	Estimated to
Assets subject to fixed charge:	Value £	. Realise £
· · · · ·		
• · · • · · · · · · · · · · · · · · · ·		
Assets subject to floating charge:		
Uncharged assets:		
U U		
	1	
Estimated total assets available for preferential cred	liters	
-		

Signature_____Date _____

A1 -- Summary of Liabilities

		· ·, ·,
Estimated total assets available for preferential creditors (carried from page A)		Estimated to realise £
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 Estimated deficiency after floating charge where applicable (brought down)		
Estimated deficiency/surplus as regards creditors	L	1
Issued and called up capital	£	
Estimated total deficiency/surplus as regards members	·	£
Signature Date		

B COMPANY CREDITORS

NOTE. You must include all creditors and identify any 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 £
	· · · · · ·		· · · · · · · · · · · · · · · · · · ·		
			· · · · · · · · · · · · · · · · · · ·		
	······				"
	/ <u> </u>		· · · · · · · · · · · · · · · · · · ·		

Signature _

Date

С

Shareholders

NOTE: If more convenient, a list of the company's shareholders may be attached to this page

No.	2 Name of Shareholder	3 Address (with postcode)	4 Type of sbares held	5 Nominal amount of share	6 Number of shares held	7 Amount per share cailed up	8 Total amount called up
	· · · · · · · · · · · · · · · · · · ·			£		£	£
 		n an ()					
· · ·						L	
				<u> </u>			-
						·····	
		· · · · · · · · · · · · · · · · · · ·				TOTAL	

Signature _____ Date _____



Rule 4.34-CVL

(TITLE)

Statement as to affairs of

on the ______ 20____ the date of the opinion formed by the liquidator under section 95 of the Insolvency Act 1986

Affidavit

•

This affidavit must be sworn or affirmed before a Solicitor or Commissioner of Oaths when you have completed the rest of this form.

a) insert full name and occupation	[(a)
h) Invert full address	of (b)
	Make oath and say that the several pages exhibited hereto and 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 the date I forme the opinion that the company would be unable to pay its debts in full (together with
	interest) within the period stated in the directors' declaration of solvency made under
	Section 89 of the Insolvency Act 1986 and that the said company carried on business as
	· · · · · · · · · · · · · · · · · · ·
	Sworn at
	Date Signatura(a)
	Signature(s)
	Before me

Before swearing the affidavit the Solicitor or Commissioner is particularly requested 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 need to be re-sworn.

A-Summary of Assets

Assets		Book	Estimated to
Assets subject to fixed charge:		Value £	Realise £
			-
Assets subject to floating charge:			
Assets subject to nothing charge.			
Uncharged assets:			
ç			
Estimated total assets available for	r preferential creditors		
Signature		L	

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.

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	L · · · · · · - ·	£
Estimated prescribed part of net property where applicable (brought down)	£	
Total assets available to unsecured creditors	L== ·	£
Unsecured non-preferential claims Estimated deficiency after floating charge where applicable (brought down)	£	-
Estimated deficiency/surplus as regards creditors		£
Issued and called up capital	£	
Estimated total deficiency/surplus as regards members		£
· · · · · · · · · · · · · · · · · · ·		L

Signature _____ Date ____

B Company Creditors

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

NOTE You must include all creditors and identify 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 it the company's possession.

Form 4.19Statement of Affairs

Rule 4.34-CVL

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

		TT)	TLE)			
	Statement as to affai	rs of				
		20	_ the date of the resolution for winding up			
	Affidavit		, <u>,,,</u>			
	This affidavit must b Oaths when you have		med before a Solicitor or Commissioner of rest of this form.			
(a) Insert full name and occupation			- <u>·</u> ····			
(b) Insert full atkipess			· · · · · · · · · · · · · · · · · · ·			
	Make oath and say that the several pages exhibited hereto and markedare to best of my knowledge and belief a full, true and complete statement as to the affairs of above named company as at the date of the resolution for winding up and that the said company carried on business as					
			urried on business as			
	Sworn at	· · · ·				
	Date		Signature(s)			
	Before me					
	A Solicitor or Commis	ssioner of Oaths	· · · · · · · · · · · · · · · · · · ·			

Before swearing the affidavit the Solicitor or Commissioner is particularly requested 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 need to be re-sworn.

A - Summary of Assets

Assets		Book Value	Estimated to Paulium
Assets subject to fixed charge:		• £	Realise £
			-
			:
Assets subject to floating charge:			
		· ·	
.			
Uncharged assets:			
Estimated total assets available fo	or preferential creditors		
		L	

Signature_____Date_____

A1 - Summary of Liabilities

Estimated total assets available for preferential creditors (carried from page A)	ŧ	Estimated to realise
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	l	
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 Estimated deficiency after floating charge where applicable (brought down)	£	
Estimated deficiency/surplus as regards creditors	£	
Issued and called up capital	£	
Estimated total deficiency/surplus as regards members	£	
		· · · · · · ·

Signature _____ Date _____

B Company Creditors

Note You must include all creditors and identify 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 £
				:	
		· · · ··			
			· · · · ·		
				1 2 	
	· · ·				

Form 4.52Liquidator's Certificate of Continuance of Liquidation Committee

Rule 4.176

(TITLE)

(a) Insert name	L, (a)
	the liquidator of the above named company certify the continuance of the committee established under paragraph 57 of Schedule B1 to the Insolvency Act 1986.
(b) Delete as applicable (c)Inset details of members of committee	The membership of the committee (b) [is] [will be] as follows:- (c)
. (d) Insert date	(b) [A meeting of the contributories of the company was held on (d), and]
	(b) [no contributories were elected to be members of the committee](b) [the following contributories were elected to be members of the committee:
(e) Insert detuits of contributories elected to be members	(¢)
(f) Igent date of previous certificate	(b) (This certificate amonds the certificate issued by me on (f)
	Dated
	SignedLiquidator
	Name in BLOCK LETTERS

Form 5.2Interim Order of Court under Section 252 of the Insolvency Act 1986

Rule 5.10

(TITLE)

(a) insert till name and address of applicant	Upon the application of (a)
	And upon hearing
	And upon reading the evidence
(b) Delete as applicable	(b) [And upon the application of, the nominee, for an extension of the period for which the interim order shall have effect pursuant to section 256(4) of the Insolvency Act 1986.]
(c) 14 days unless an extension is granted on the application of the acminest	It is ordered that during the period of (c) days beginning with the day after the date of this order and during any extended period for which this interim order has effect:
(d) Insert the name of the debter,	 (i) no bankruptcy petition relating to the above-named (d) (the debtor) may be presented or proceeded with; and
	(ii) no landlord or other person to whom rent is payable may exercise any right of forfeiture by peaceable re-entry in relation to premises let to the debtor in respect of a failure by the debtor to comply with any term or condition of his tenancy of such premises, except with leave of the court, and
	(iii) no other proceedings, and no execution or other legal process, may be commenced or continued and no distress may be levied against the debtor or his property except with the leave of the court.
(e) Date to be 2 business days before the duy on which the report is to be	And it is ordered that the report of the nominee be submitted and delivered by him to the court not later than (c)
considered (i) Insert detuits of any	[And jt is ordered that (f)]
orders made under section 255(3) and (4) of the	And it is ordered that
Insolvency Act 1986 (g) Delete if debtor is not a bankrupt or if he is a hankrupt but the applicant	(g) And it is ordered that the applicant forthwith serve a copy of this order on the official receiver. J
is the official receiver	Date
·	Time
	Place
	be appointed for consideration of the nonninee's report.
	Dated

Form 5.4Alternative orders to be made at hearing to consider chairman's report

(TITLE)

(a) Insert fiill name and address of applicant	Upon the application of (a)
	· · · · · · · · · · · · · · · · · · ·
	And upon hearing
(h) Delete as applicable	(b) [And upon reading the report of the chairman of the creditors' meeting that the said meeting had [approved the proposed voluntary arrangement with or without modifications] [declined to approve the debtor's proposal with or without modifications]]
	[[t is ordered that this application be [adjourned generally with liberty to restore] [adjourned to the
	[And it is ordered that the time for filing the said report be extended to this day.]
	And whereas:-
	(i) on the
	(ii) by virtue of section 260(5) of the Insolvency Act 1986 the said petition is deemed, unless the court otherwise orders, to have been dismissed.
	This coart makes no further order save that:-
	(i) the registration of the petition as a pending action at the Land Charges Department of HM Land Registry on under Reference No. PA may be vacated upon the application of the debtor under the Land Charges Rules.
(c) Insert any other orders made in respect of the petition	(ii) (o)
peanton	
	Dated

NOTICE TO DEBTOR (where voluntary arrangement approved and there is a pending petition which is deemed to be dismissed)

It is your responsibility and in your interest to ensure that the registration of the potition at HM Land Registry is cancelled.

Form 6.1Statutory Demand under section 268(1)(a) of the Insolvency Act 1986. Debt for Liquidated Sum Payable Immediately

Notes for Creditor • If the creditor is entilled to the debt by way of assignment, details of the originel creditor and any intermediary assignces should be given in part C on page 3. • If the amount of debt includes interest not previously notified to the debtor as included	 Warning This is an important document. You should refer to the notes entitled "How to comply with a statutory demand or have it set aside". If you wish to have this demand set aside you must make application to do so within 18 days from its service on you. If you do not apply to set aside within 18 days or otherwise deal with this demand as set out in the notes within 21 days after its service on you, you could be made bankrupt and your property and goods taken away from you. Please read the demand and notes carefully. If you are in any doubt about your position you should seek advice immediately from a solicitor, a Citizen Advice Burean, or a licensed insolvency practitioner.
in the debtor's liability, details should be given, including the grounds upon which interest is charged. The amount of interest must be shown separately.	Demand To Address
 Any other charge accruing due from time to time may be claimed. The amount or rate of the charge must be identified and the grounds on which it is 	This demand is served on you by the creditor. Name
claimed must be stated. • In either case the amount claimed must be limited to that which has accred due at the date of the demand.	Address
• If the creditor holds any security the amount of the dobt should be the sum the preditor is prepared to regard as unsecured for the	The creditor claims that you owe the sum of f_{1} , full particulars of which are set out on page 2, and that it is payable immediately and, to the extent of the sum demanded, is unsecured. The creditor demands that you pay the above debt or secure or compound for it to the creditor's satisfaction.
purposes of this domand. Brief dotails of the total debt should be included and the nature of the security and the value put upon	[The creditor making this demand is a Minister of the Crown or a Government Department, and it is intended to present a bankruptcy petition in the High Court.] Signature of individual
it by the oreditor, as at the date of the demand, must be specified. • If signatory of the demand is a solicitor or	Name
other agent of the creditor the name of his/her Erm should be given.	 Position with or relationship to creditor
*Delete if signed by the creditor himself	Address
	Fel. No Ref

Rule 6.1

N.B. The person making this demand must complete the whole of pages 1, 2 and parts A, B and C (as applicable) on page 3.

Form 6.1 contd,

Particulars of Debt

(These particulars must include (a) when the debt was incurred, (b) the consideration for the debt (or if there is no consideration the way in which it arose) and (c) the amount due as at the date of this demand.)

	Note for Creditor Please make sure that you have read the notes in page 1 before completing this page.
· · · ·	
	Note: If space is insufficient continue on page 4 and clearly indicate on this page that you are doing so.

Form 6.1 contd,

Part A

Appropriate Court for Setting Aside Demand

Rule 6.4(2) of the insolvency Rules 1986 states that the appropriate court is the court to which you would have to present your own bankruptcy potition in accordance with Rule 6.40(1) and 6.40(2). In accordance with those rules on present information the appropriate court is [the High Court of Justice] [County Court] (address)

Any application by you to set aside this demand should be made to that court.

Part B

The individual or individuals to whom any communication regarding this demand may be addressed is / are;

Name (BLOCK LETTERS)		· ····	
Address		 	
Telephone Number	· · · · · _ · _ · _		` `
Reference		····. ·.	·

Part C

For completion if the creditor is entitled to the debt by way of assignment

· · · · ·	Рате	Datc(s) of Assignment
Original creditor		
Assignees	- m m m -	: · · · · · · · · · · · · · · · · · · ·
· · ·		

How to comply with a statutory demand or have it set aside (ACT WITHIN 18 DAYS)

If you wish to avoid a bankruptcy petition being presented against you, you must pay the debt shown on page 1, particulars of which are set out on page 2 of this notice, within the period of **21 days** after its service upon you. Alternatively, you can attempt to come to a settlement with the creditor. To do this you should:

- inform the individual (or one of the individuals) named in part B above immediately that you are willing and able to
 offer security for the debt to the creditor's satisfaction; or
- inform the individual (or one of the individuals) named in part B immediately that you are willing and able to compound for the debt to the creditor's satisfaction.

If you dispute the demand in whole or in part you should:

contact the individual (or one of the individuals) named in part B immediately.

THERE ARE MORE IMPORTANT NOTES ON THE NEXT PAGE

Form 6.1 contd.

If you consider that you have grounds to have this demand set aside or if you do not quickly receive a satisfactory written reply from the individual named in part B whom you have contacted you should apply within 18 days from the date of service of this demand on you to the appropriate court shown in part A above to have the demand set aside,

Any application to set aside the demand (Form 6.4 in Schedule 4 to the Insolvency Rules 1986) should be made within 18 days from the date of service upon you and be supported by an affidavit (Form 6.5 in Schedule 4 to those Rules) stating the grounds on which the demand should be set aside. The forms may be obtained from the appropriate court when you attend to make the application.

Remember! – From the date of service on you of this document (a) you have only 18 days to apply to the court to have the demand set aside, and (b) you have only 21 days before the creditor may present a bankrupkey petition

Form 6.2Statutory Demand under section 268(1)(a) of the Insolvency Act 1986. Debt for Liquidated Sum Payable Immediately Following a Judgement or Order of the Court

Notes for Creditor

 If the creditor is entitled to the debt by way of assignment, details of the original creditor and any intermediary assignees should be given in part C on page 3.

If the amount of debt inclusies interest not previously notified to the debtor as included in the debtor's liability, details should be given, including the grounds upon which interest is charged. The amount of interest must be shown separately.

Any other charge accruing due from time to time may be claimed. The amount or rate of the charge must be identified and the grounds on which it is claimed mest he stated.

 In either case the amount. claimed must be limited to that which has accrued due at the date of the demand.

 If the creditor holds any security the amount of the debt should be the sum the creditor is prepared to regard as unsecured for the purposes of the demand. Brief details of the total debt should be included and the nature of the security and the value put spon it by the creditor, as at the date of the domand, must be specified.

Details of the judgment or order should be inserted, including details of the Division of the Court or District Registry and court reference, where judgment is obtained in the High-Court.

If signatory of the demand is a solicitor or other agent of the creditor the name of the his/her firm should be given

Warning

- This is an important document. You should refer to the notes entitled "How to comply with a statutory demand or have it set aside".
- If you wish to have this demand set aside you must make application to do so within 18 days from its service on you.
- If you do not apply to set aside within 18 days or otherwise deal with this demand as set out in the notes within 21 days after its service on you, you could be made bankrupt and your property and goods taken away from you,
- Please read the demand and notes carefully. If you are in any doubt about your position you should seek advice immediately from a solicitor, a Citizens Advice Bureau, or a licensed insolvency practitioner.

Demand

То

Address

This demand is served on you by the creditor:

Nanie

Address

The crediter claims that you owe the sum of \pounds _____, full particulars of which are set out on page 2, and that it is payable immediately and, to the extent of the sum demanded, is unseemed. By a Judgment/Order of the ______ court in proceedings entitled (Case)
Number between Defendant it was adjudged/ordered that Claimant and

for costs. you pay to the creditor the sum of $f_{\underline{}}$ and $f_{\underline{}}$

The creditor demands that you pay the above debt or scoure or compound for it to the creditor's satisfaction.

[The creditor making this demand is a Minister of the Crown or a Government Department, and it is intended to present a bankruptcy pstition in the High Court in London. [Delete if inappropriate]

Signature of individual

Name (BLOCK LETTERS)

Address

Date

*Position with or relationship to creditor

*I am authorized to make this demand on the creditor's behalf.

*Delete if signed by the	
creditor himself	

N.B. The person making this demand must complete the whole of pages 1, 2 and parts A, B and C (as applicable) on page 3.

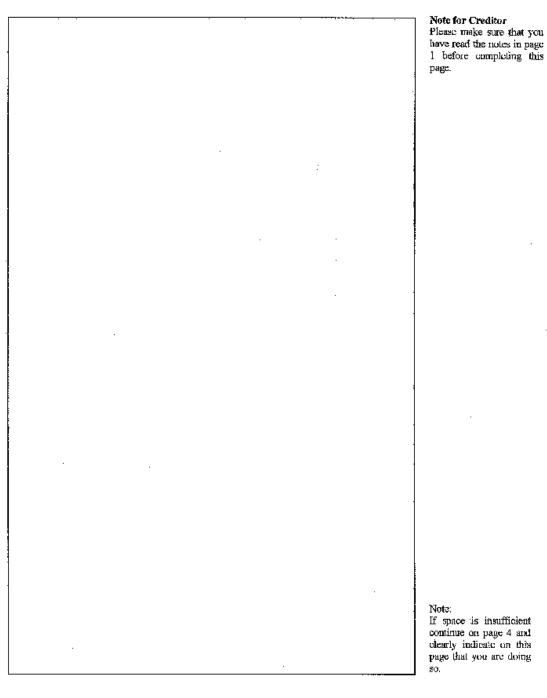
Rule 6.1

Tcl. No.

Form 6.2 contd.

Particulars of Debt

(These particulars must include (a) when the debt was incurred, (b) the consideration for the debt (or if there is no consideration the way in which it arose) and (c) the amount due as at the date of this demand.



Form 6.2 contd.

Part A

Appropriate Court for Setting Aside Demand

Rule 6.4(2) of the insolvency Rules 1986 states that the appropriate court is the court to which you would have to present your own bankruptcy petition in accordance with Rule 6.40(1) and (2).

Any application by you to set aside this demend should be made to that court, or, if this domand is issued by a Minister of the Crown or a Government Department, you must apply to the High Court to set aside if it is intended to present a bankruptcy petition against you in the High Court (see page 1).

In accordance with those rules on present information the appropriate court is [the High Court of Justice] County Court]

(Address)

Part B

The individual or individuals to whom any communication regarding this demand may be addressed is/are;

Мапис		
(ELOCK LETTERS)		<u></u>
Address		<u> </u>
	· · · · · · · · · · · · · · · · · · ·	
Telephone number		
Reference		

ī

Part C

For completion if the creditor is entitled to the debt by way of assignment

	Name	Date(s) of Assignment
Original creditor	· · ·	
Assignees	· · · · ·	· · · · · · · · · · · · · · · · · · ·

Form 6.2 contd.

How to comply with a statutory demand or have it set aside (ACT WITHIN 18 DAYS)

If you wish to avoid a bankruptcy petition being presented against you, you must pay the debt shown on page 1, particulars of which are set out on page 2 of this notice, within the period of 21 days after its service upon you. However if the domand follows (includes) a judgment or order of a County Court, any payment must be made to that County Court (quoting the Case No.). Alternatively, you can attempt to come to a settlement with the creditor. To do this you should:

- inform the individual (or one of the individuals) named in part B above immediately that you are willing and able to offer security for the debt to the creditor's satisfaction; or
- inform the individual (or one of the individuals) named in part 13 immediately that you are willing and able to compound for the debt to the creditor's satisfaction.

If you dispute the demand in whole or in part you should:

· contact the individual (or one of the individuals) named in part B immediately.

If you consider that you have grounds to have this demand set aside or if you do not quickly reactive a satisfactory written reply from the individual named in part B whom you have contacted you should apply within 18 days from the date of service of this demand on you to the appropriate court shown in part A above to have the demand set aside.

Any application to set aside the demand (Form 6.4 in Schedule 4 to the Insolvency Rules 1986) should be made within 18 days from the date of service upon you and be supported by an affidavit (Form 6.5 in Schedule 4 to those Roles) stating the grounds on which the demand should be set aside. The forms may be obtained from the appropriate court when you attend to make the application.

Remember! -- From the date of service on you of this document

- (a) you have only 18 days to apply to the court to have the demand set sside, and
 - (b) you have only 21 days before the creditor may present a bankruptcy petition.

Form 6.3Statutory Demand under section 268(2) of the Insolvency Act 1986. Debt Payable at Future Date.

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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 6.1

Notes for Creditor • If the creditor is entitled to the debt by way of assignment, details of the original creditor and any intermediary assignces should be given in part C on page 3. • If the amount of debt when due includes interest not previously notified to the debtor's liability, details should be given, including	 Warning This is an important document. You should refer to the notes entitled "How to comply with a statutory demand or have it set aside". If you wish to have this demand set aside you must make application to do so within 18 days from its service on you. If you do not apply to set aside within 18 days or otherwise deal with this demand as set out in the notes within 21 days after its service on you, you could be made bankrupt and your property and goods taken away from you. Please read the demand and notes carefully. If you are in doubt about your position you should seek advice immediately from a selicitor, a Citizens Advice Bureau, or a licensed insolvency practitioner.
the grounds upon which interest is charged. The amount of interest must be	Demand
shown separately.	To
 Any other charge according due from time to time may be claimed. The amount 	Address
or rate of the charge must	
he identified and the grounds on which it is claimed must be stated,	This demand is served on you by the creditor:
• In either case the amount	Nome
claimed must be limited to	Name
that which will have accrued due when payment folls due on the date specified.	Address
• If the creditor holds any security the amount of debt should be the sum the creditor is prepared to	The creditor claims that you will owe the sum of f, full particulars of which are set out on page 2, when payment falls due on
regard as unsecured for the purposes of this demand. Brief details of the total debt should be included	The creditor is of the opinion that you have no reasonable prospect if paying this debt when it fails due because
and the nature of the security and the value put upen it by the creditor, as at the date of the demand,	[The creditor making this demand is a Minister of the Crown or Government Department, and it is Intended to present a bankruptcy petition in the High Court in London.] [Delete if inappropriate]
must be specified.	Signature of individual
creditor's opinion that the	NT.
debtor has not reasonable	Name (BLOCK LETTERS)
prospects of paying the	(BLOCK LIGT TEKS)
debt when it falls due puist be stated.	Date
• If signatory of the demand is a solicitor or other agent of the creditor the name of	*Position with it relationship to creditor
his/her firm-should be	*I am authorised to make this demand on the creditor's behalf,
	Address
*Delete if signed by the creditor bimself	· · · · · · · · · · · · · · · · · · ·
	Fcl. No Ref

N.B. The person making this demand must complete the whole of pages 1, 2 and parts A_i B and C (as applicable) on page 3.

Form 6.3 contd.

Particulars of Debt

(These particulars must include (a) when the debt was incurred, (b) the consideration for the debt (or if there is no consideration the way in which it will arise) and (c) the amount of future debt and the date payment is due.)

		Note for Creditor Please make sure that you have read the notes in page 1 before completing this page.
	·	
3	-	
3 		
		Note: If space is insulficient continue on page 4 and clearly indicate on this page that you are doing so.

Form 6.3 contd.

Part A

Appropriate Court for Setting Aside Demand

Rule 6.4(2) of the Insolvency Rules 1986 states that the appropriate court is the court to which you would have to present your own bankruptcy petition in accordance with Rule 6.40(1) and (2). In accordance with those rules on present information the appropriate Court is [the High Court of Justice] [Courty Court] (address)

Any application by you to set aside this demand should be made to that court.

Part B

The individual or individuals to whom any communication regarding this demand may be addressed is/are:

1

Name (BLOCK LETTERS) Address	
Telephone Number	
Reference	

Part C

For completion if the creditor is entitled to the debt by way of assignment

	Name	Date(s) of Assignment
Original creditor		
Assignces		······································
	:	

How to comply with a statutory demand or have it set aside (ACT WITHIN 18 DAYS)

If you wish to avoid a bankruptcy petition being presented against you, you must within the period of **21 days** after its service upon you satisfy the creditor that you are able to meet the debt demanded when it is due.

If you dispute that the debt will be due in whole or in part or if you dispute the allegation that you will be unable to pay the debt when it falls due or if you consider that you may be able to offer security for the debt or to compound for it you should:

contact the individual (or one of the individuals) named in part B immediately.

If you consider that you have grounds to have this notice set aside or if you do not quickly receive a satisfactory written reply from the individual named in part B whom you have contacted you should apply within 18 days from the date of service of this demand on you to the appropriate court shown in part A above to have the demand set aside.

THERE ARE MORE IMPORTANT NOTES ON THE NEXT PAGE

Form 6.3 contd.

Any application to set aside the domand (Form 6.4 in Schedule 4 to the Insolvency Rules 1986) should be made within 18 days from the date of service upon you and be supported by an affidavit (Form 5.5 in Schedule 4 to those Rules) stating the grounds on which the domand should be set aside. The forms may be obtained from the appropriate court when you attend to make the application.

Remember! —From the date of service on you of this document (c) you have only 18 days to apply to the court to have the demand set aside, and (d) you have only 24 days before the creditor may present a bankruptcy petition.

Form 6.25Bankruptcy Order on Creditor's Petition

Rule	6.33
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	(TITLE)
(a) Insert name and address of petitioning creditor	Upon the petition of (a)
	a creditor, which was presented on
	And upon hearing
	And upon reading the evidence
(b) Insert fall description of debtor as get out in the petition	It is ordered that (b)
(c) Delete as applicable	be adjudged bankrapt.
 (4) Insert whether min, secondary or territorial 	(c) And the Court being satisfied that the EC Regulation does apply declates that these praceedings are
proceedings	(d)
	OR
	(c) The court is satisfied that the EC Regulation does not apply in relation to these proceedings.
	Dated
	Time hours
	Important Notice to Bankrupt
	(e) [The [[One of the] official receiver(s) attached to the court is by virtue of this order receiver and manager of the
	hanknipl?s estate. You are required to attend upon the Official Receiver of the court at.
(c) Insert address of Official Receiver's office	(c)
	immediately after you have received this order.
	The Official Receiver's offices are open Monday to Friday (except on Holidays) from 09.00 to 17.00 hours.

(f) Order to be endorsed where petitioning creditor is represented by a solicitor	The soli
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Endorsement on Order (f)	
The solicitor to the petitioning creditor is:-	
Name	<u>.</u>
Address	
Telephone No	
Reference	

Form 6.30Bankruptcy Order on Debtor's Petition

Rule 6.45

(TITLE)

And upon hearing

(b) Jand upon considering the report of (c)

(a)	boert	date
1.0.3	THE PARTY	date

Upon the petition of the above-named debtor, which was presented on (a)

appointed under section 273(2) of the Insolvency Act 1986]

(b) Delete words in square brackets if no appointment made under section 273(2)

(c) Insert name of insolvency practitioner appointed under section 273(2)

(d) Insert full description of delutor as set out in the petition

(e) Only to be completed where a trustee is appointed on the making of the bankenptey order under section 297(4) or (5) of the insolvency Act 1986

(f) Delete as appropriate (g) Inset whether such, secondary or territorial proceedings And upon the petition and statement of affairs
It is ordered that (d)______
be adjudged bankrupt.
[And it is ordered that (e) ______
be appointed trustee of the bankrupt's estate]
[And it is also ordered that ______]

(f) And the court being satisfied that the EC Regulation does apply declares that these proceedings are (g)______ proceedings as defined in Article 3 of the EC Regulation

OR

.

(f) And the court is satisfied that the EC Regulation does not apply in relation to these proceedings.

Dated _____

Time _____hows

. ..

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Important Notice to Bankrupt

(b) Insert address of Official Receivor's office (1)[The] [One of the] official receiver(s) attached to the court is by virtue of this order receiver and manager of the bankrupt's estate. You are required to attend apon the Official Receiver of the court at (h)

immediately after you have received this order.

. ..

The Official Receiver's offices are open Monday to Friday (except on Holidays) from 09.00 to 17.00 hours

63.60-d 4- 1 4 3	Endorsement on Order (j)
(j) Order to be endorsed where deliter is represented by a solicitor	The solicitor to the petitioning debter is:
	Name
	Address
	Telephone No.
	Reference
	1

Form 6.72Order of Suspension of Discharge under Section 279(3) of the Insolvency Act 1986

Rule 6.215

(TTTLE)

	Mr Registrar/District Judge in chambers
(a) Delete as applicable (b) Insert date	Upon the application of the (a) official receiver/trustee and after taking into consideration his report filed on (b) as to the above-named bankrupt's concluct during the proceedings under the bankruptoy.
	And upon hearing
	And upon reading the evidence
	And a bankruptoy order having been made against the above-named bankrupt on (b)
(c) State briefly in what respect the bunkrupt has failed to comply with his obligations	And it appearing to the court that the bankrupt (a) [has failed] [is failing] to comply with his obligations under the Insolvency Act 1986 namely (o)
(d) Insert period for which diseburge is to be suspended (a) Insert conditions to be fulfilled	It is ordered that the relevant period for the purposes of section 279 of the Insolvency Act 1986 shall cease to run (a) [for a period of (d)[mutil the following condition(s) (a) [has] [have] been fulfilled (e)[

Dated _____

Form 6.73Order of Court Lifting Suspension of Discharge

Rule 6.216

(TITLE)

	Mr Registrar/District Judge	in chambers
(a) Insert fivil name and address of banknipt	Upon the application of (a)	
(b) Delete as applicable	the above-named bankrupt, (b) [and al (b) [the official receiver] [and] [the m And upon hearing]	ter taking into consideration the report of istee] in this matter
	And upon reading the evidence	
(c) Insert date (d) Insert terms of previous order	It is ordered that the order made on (c) whereby it was ordered that (d) be discharged.	
	Dated	

Form 6.79ACharging Order under Section 313 of the Insolvency Act 1986

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Rule 6.237D

(TITLE)

(a) Insert foll name and address of applicant	Upon the application of (a)	
	And upon hearing	
	And upon reading the report of	
(b) Delpte as applicable	And the trustee and the bankrupt having (h) [agreed] [failed to agree] the terms of this order,	
	It is ordered that the interest of the trustee and his successors in title in the property specified in Schedule hereto shall stand charged for the benefit of the bankrupt's estate with:	n the
	(i) f being the total sum which on present information remains owing to unsee creditors of the bankrupt,	ured
	(ii) all other amounts which are payable otherwise than to the bankrupt out of the esta	iler,
	(iii) interest on the said sum and said other amounts at the rate of per cent per ann from the date of this order.	um as
(c) insert details of any conditions imposed by the court: size Rule 6.237D	(b) [And it is further ordered (c)])
	And it is ordered that upon the registration of the said charge by the Superintendent of the Lan- Charges Department under the Land Charges Act 1972 or the Chief Land Registrar under the I Registration Acts the said interest in the property shall cease to be comprised in the bankrupt's estate and shall vest in the bankrupt subject to the said charge and any prior charge.	Land
	The Schedule above referred to.	
(d) Insert particulars of property	(d)	
	(b) [The title to the property is registered at HM Land Registry and the title number is]	

Dated