

Status: This is the original version (as it was originally made).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

Form 2.1B 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 EC Regulation.

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

(k) Insert whether main or territorial proceedings

*Delete as applicable 8. *The applicant(s) believe(s) that the company is or is likely to become unable to pay its debts for the reasons stated in the *affidavit / witness statement in support attached to this application. (*Delete this paragraph if application is in reliance on paragraph 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 address(es) of proposed administrator(s) (l) _____ 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 office of the company unless special reason to contrary 11. The *applicant's / applicant's solicitor's address for service is (m) _____

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

(1) that the court make an administration order in relation to (d) _____

(2) that (n) _____ be appointed to be the administrator(s) of the said company

(n) Insert full name(s) of proposed administrator(s)

(o) Insert details of any ancillary orders sought (3) (o) _____ or (4) that such other order may be made as the court thinks appropriate.

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

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Form 2.1B continued

(p) Insert name and address of Court/District Registry

| Endorsement to be completed by the court | |
|--|-------|
| This application having been presented to the court on _____ | will |
| be heard at (p) _____ | |
| _____ | on |
| (Date) _____ | at |
| (Time) _____ | hours |
| (or as soon thereafter as the application can be heard) | |
| The solicitor to the applicant is:— | |
| Name _____ | |
| Address _____ | |
| _____ | |
| Telephone No: _____ | |
| Reference _____ | |
| [Whose Agents are:— | |
| Name _____ | |
| Address _____ | |
| _____ | |
| Telephone No. _____ | |
| Reference _____ |] |

Form 2.2B Statement or proposed administrator

Status: This is the original version (as it was originally made).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

Rule 2.3

| | |
|------------------------------------|---|
| Name of Company | Company number |
| In the [full name of court] | For court use only Court case number |

(a) Insert name and address of proposed administrator

1. I (a) _____

hereby certify that I am authorised under the provisions of Part XIII of the Insolvency Act 1986 to act as an insolvency practitioner.

I.P. No.: _____

Name of Regulatory Body: _____

(b) Insert name of company

* Delete as applicable

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

(d) Insert date of application or appointment

2. I consent to act as administrator of (b) _____
("the company") in accordance with the *application / notice of appointment of
(c) _____
dated (d) _____

* Delete as applicable

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

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

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

Signed _____

Dated _____

Form 2.3BAffidavit of service of administrator application

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

Rule 2.9

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ [full name of court] | Court case number |

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

I, (a) _____

*Delete as applicable

*the applicant / acting on behalf of the applicant
state on oath:

(b) Insert the address stated in the application to be the company's registered office

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

(b) _____

OR by posting the same on _____ day the _____ day of

_____ 20____ , by ordinary post first class mail in an envelope duly pre-paid and properly addressed to the said company at its registered office at (b) _____

(c) Insert name

(d) Insert address where served

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

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

OR by posting the same on _____ day the _____ day of

_____ 20____ , by ordinary post first class mail in an envelope

duly pre-paid and properly addressed to the said (c) _____

at (d) _____

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

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

OR by posting the same on _____ day the _____ day of _____ 20____ ,

by ordinary post first class mail in an envelope duly pre-paid and properly addressed

to the said (c) _____

at (d) _____

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

Form 2.3B continued

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

serve (c) _____ a holder of a qualifying floating charge being entitled to appoint an administrator of the said company under paragraph 14 of Schedule B1 to the Insolvency Act 1986 with a copy of the administration application duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at

(d) _____

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

to the said (c) _____

at (d) _____

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

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

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

to the said (c) _____

at (d) _____

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

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

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

to the said (c) _____

at (d) _____

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

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

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

(c) _____ at (d) _____

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

Form 2.3B 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

to the said (c) _____

at (d) _____

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

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

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

to the said (c) _____

at (d) _____

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

SWORN _____

Form 2.4B Administration order

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

Rule 2.12

| | |
|------------------------------------|---|
| 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
UPON 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) _____

and upon hearing

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

and upon reading the evidence

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

(e) Insert full name(s) and address(es) of administrator(s)
AND it is ordered that (e) _____

be appointed administrator(s) of the company.

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

(g) Insert particulars of any further order made by the court
AND it is ordered that (g) _____

(h) Insert terms of order for costs
AND it is ordered that the costs of the said application (h) _____

(j) Insert date and time
This appointment shall take effect from (j) _____

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

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

Rule 2.15

| | |
|------------------------------------|---|
| 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) _____

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

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

(b) _____
_____ as administrator(s) of

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

(c) _____
_____ (“the company”)

in accordance with paragraph 14 of Schedule B1 to the Insolvency Act 1986.

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

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

(d) _____

3. This notice has been given to the following person(s), who is / are each understood to be holder(s) of (a) qualifying floating charge(s) in respect of the company’s property, the said charge(s) being (a) prior floating charge(s) in accordance with paragraph 15(2) of Schedule B1 to the Insolvency Act 1986:

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

(e) _____

*Delete as applicable

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

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

*Delete as applicable

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

Form 2.5B continued

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

(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 _____
(If signing on behalf of appointor indicate capacity e.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 appointor at the following address:

(h) Appointor to insert address

(h) _____

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

(i) Insert name and address

(i) _____

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

Dated _____

Endorsement to be completed by the court

(l) Insert date and time

This notice was filed (l) _____

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

Rule 2.16

| | |
|--------------------------------------|---|
| 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) _____

_____ (“the appointor”)
- (b) Give name(s) and address(es) of administrator(s) gives notice that (b) _____
_____ is / are
- (c) Insert name and address of registered office of company hereby appointed as administrator(s) of (c) _____
_____ (“the company”)
- *Delete as applicable 2. The written statement(s) in Form 2.2B *is / are attached.
3. The appointor is the holder of the following qualifying floating charge:
- (d) Give details of charge relied on, date registered and (if any) financial fruit (d) _____

4. The above charge is enforceable at the date of this appointment.
- +Delete if not applicable 5. + [The appointor has given at least two business days’ written notice to the holder of any prior qualifying floating charge(s), and a copy of that notice, *(which was filed at _____ court on _____ (date)) is attached.]
*Delete as applicable OR
+ [all the holders of any prior qualifying floating charges have consented in writing to the making of this appointment and copies of the written consents are attached.]
OR
+ [there are no prior qualifying floating charges.]
- *Delete as applicable 6. The company *is / is not, at the date of this notice, the subject of insolvency proceedings:
(e) Give details of any current or outstanding insolvency proceedings (e) _____

- *Delete as applicable 7. The company *is / is not *an insurance undertaking / a credit institution / an investment undertaking providing services involving the holding of funds or securities for third parties / or a collective investment undertaking under Article 1.2 of the EC Regulation.
- (f) Insert whether main or territorial proceedings 8. For the following reasons it is considered that the EC Regulation *will / will not apply. If it does apply, these proceedings will be (f) _____ proceedings as defined in Article 3 of the EC Regulation:

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

Form 2.6B continued

9. This appointment is in accordance with Schedule B1 to the Insolvency 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) Insert full name and address of person making declaration

11. I (g) _____
of _____

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

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

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

Declared at _____

Signed _____

This _____ day of _____ 20

before me _____

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

Endorsement to be completed by the court

This notice and the attached documents were filed

(h) Insert date and time of filing

(h) _____

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

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

Rule 2.19

| | |
|------------------------------------|---|
| Name of Company | Company number |
| In the [fill name of court] | For court use only Court case number |

(a) Name and address of holder of qualifying floating charge
I. (a) _____ (“the appointor”)

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

(c) Insert name and address of registered office of company
is / are hereby appointed as administrator(s) of (c) _____ (“the company”)

*Delete as applicable

(i) I consent to act as administrator; (ii) I am of the opinion that the purpose of administration is reasonably likely to be achieved; (iii) I *have / have not had any prior professional relationship with the company *and I have provided a summary of any prior professional relationship(s) with the company to the appointor; and (iv) I certify that I am authorised under the provisions of Part XIII of the Insolvency Act 1986 to act as an insolvency practitioner
(I.P. No(s): _____)

*Where joint administrators are appointed each administrator must sign

* _____ Signed by administrator(s)

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

2. The appointor is the holder of the following qualifying floating charge:
(d) _____

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

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

Form 2.7B continued

†Delete if not applicable

*Delete as applicable

4. † [The appointor has given at least two business days' written notice to the holder of any prior qualifying floating charge(s), and a copy of that notice, *(which was filed at _____ 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.]

*Delete as applicable

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

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

(e) _____

*Delete as applicable

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

(f) Insert whether main or territorial proceedings

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

8. This appointment is in accordance with Schedule B1 to the Insolvency 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.

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

Form 2.7B continued

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

11. 1 (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 Oaths or Notary Public or Justice of the Peace or Solicitor.

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

| Endorsement to be completed by court | |
|---|-----------|
| The fax transmission report indicates that this notice was filed at court | (h) _____ |
| This notice with supporting documents was delivered to the court | (j) _____ |

(j) Insert date notice and documents delivered to court

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

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

Rule 2.20

| | |
|------------------------------------|---|
| Name of Company | Company number |
| In the [full name of court] | For court use only Court case number |

(n) Insert name and address of registered 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 appointor”) intend to appoint

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

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

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

2. This notice is being given to the following person(s), being person(s) who is / are or may be entitled to appoint an administrative receiver of the company or an administrator of the company under paragraph 14 of Schedule B1 to the Insolvency Act 1986:

(c) _____

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

- (i) been in administration
- (ii) been the subject of a moratorium under Schedule A1 to the Insolvency 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.

4. In relation to the company there is no:

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

*Delete as applicable

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

(d) Insert whether main or territorial proceedings

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

*Delete as applicable

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

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

Form 2.8B continued

(e) Insert name and address of person making declaration

I (e)
(If making the declaration on behalf of appointor (insert capacity e.g. director/administrator))

hereby do solemnly and sincerely declare that:

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

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

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

Declared at

Signed

This _____ day of _____ 20

before me _____

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

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

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

(f) Appointor to insert address

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

(g) Insert name and address

(g) _____

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

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

(h) _____

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

Signed _____ Dated _____
(If signing on behalf of a firm or company state position as officer/ally)

Endorsement to be completed by court

(j) Insert date and time

This notice was filed (j) _____

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

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

Rule 2.23

| | |
|--|---|
| Name of Company | Company number |
| in the <div style="text-align: right; font-size: small;">[full name of court]</div> | For court use only Court case number |

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

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

_____ (“the company”)

*Delete as applicable

* the company / the directors of the company (“the appointor”) hereby appoints

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

(b) _____

_____ as administrator(s) of the company.

*Delete as applicable

2. The written statement(s) in Form 2.2B *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 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

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

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

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

Form 2.9B continued

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 B1 to the Insolvency Act 1986 and a copy of that notice was filed at court on (d) _____

(d) Insert date

(e) Insert name and address of person making declaration

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

sincerely declare that

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

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

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

Declared at _____

Signed _____

This _____ day of _____ 20

before me _____

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

Endorsement to be completed by court

(f) Insert date and time

This notice was filed (f) _____

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

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

Rule 2.23

| | |
|--|--|
| Name of Company | Company number |
| In the <div style="text-align: right; font-size: small;">(full name of court)</div> | <i>For court use only</i> Court case number |

(a) Insert name 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 appointor”) hereby appoints

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

(b) _____

_____ as administrator(s) of the company.

* Delete as applicable

2. The written statement(s) in Form 2.2B * 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 A1 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 EC Regulation: _____

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

Form 2.11B 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 10(2) of Schedule B1 to the Insolvency Act 1986 is attached.

(d) Insert name and address of person making declaration

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

hereby do solemnly and sincerely declare that:

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

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

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

Declared at _____

Signed _____

This _____ day of _____ 20__

before me

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

(e) Insert date and time

| |
|---|
| Endorsement to be completed by the court |
| This notice was filed (e) _____ |

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

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

Rule 2.27

| | |
|-----------------|----------------|
| Name of Company | Company number |
|-----------------|----------------|

| | |
|------------------------------------|-------------------|
| In the [full name of court] | Court case number |
|------------------------------------|-------------------|

Nature of business _____

(a) Insert the number of the trade classification listed overleaf which most closely relates to the business of the company

Trade classification (a) _____

(b) Insert date

Administrator appointment made on (b) _____ 20

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

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

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

TRADE CLASSIFICATION

NOTE: This page is *not* part of the advertisement

DIVISION 0

- 01 AGRICULTURE
- 02 FORESTRY AND FISHING

DIVISION 1

- 03 MINING AND ENERGY INDUSTRIES

DIVISION 2

MANUFACTURING INDUSTRIES:—

- 04 MANUFACTURE OF FOOD, DRINK AND TOBACCO
- 05 MANUFACTURE OF CHEMICALS
- 06 METAL MANUFACTURE
- 07 ENGINEERING 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 WHOLESALE 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 CLOTHING
- 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

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:—

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

DIVISION 8

OTHER SERVICES:—

- 39 RECREATIONAL SERVICES
- 40 MEDICAL SERVICES
- 41 EDUCATIONAL SERVICES
- 42 REPAIRS OF CONSUMER GOODS
- 43 LAUNDRY
- 44 HAIRDRESSING & 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

Form 2.12B The Insolvency Act 1986 Notice of administrator's appointment

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

Rule 2.27

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ [full name of Court] | Court case number |

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

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

(b) Insert date (b) _____

Signed _____

Dated _____

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

Contact Details:

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

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| Companies House receipt date barcode |
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When you have completed and signed this form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

Form 2.13B Notice requiring submission of a statement of affairs

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

Rule 2.28

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | 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 prepared and submitted by

(b) Insert full name of company

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

(c) Insert full name and address of each person sent this notice

A notice requiring submission of a statement of affairs has been sent to each of the following persons

(c) _____

(d) Insert date

The statement of affairs must be submitted within 11 days of receipt of this notice and no later than (d) _____ to (c) _____ ("the administrator(s)")

(e) Insert name of administrator(s)

at (f) _____

(f) Insert full address

Signed _____
Joint / Administrator(s)

Dated _____

WARNING

It is an offence under paragraph 48(4) of Schedule B1 to the Insolvency Act 1986 if you fail without reasonable excuse to comply with this requirement.

(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 fine.

Under paragraph 10 of Schedule 1 to the Company Directors Disqualification Act 1986 failure to submit a statement of affairs or to co-operate with the administrator under section 235 of the Insolvency Act 1986 are matters which may be taken into account by the court in determining whether a person is unfit to be an officer of or to be involved in the management of a company. Unfit conduct may result in a disqualification under the Company Directors Disqualification Act 1986.

Note:

Forms and instructions for the preparation of the statement of affairs 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 2.14B Statement of affairs

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

Rule 2.29

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ [full name of court] | Court case number |

(a) Insert name 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 company entered administration.

Statement of Truth

I believe that the facts stated in this statement of affairs are a full, true and complete statement of the affairs of the above named company as at (b) _____ the date that the company entered administration.

Full name _____

Signed _____

Dated _____

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

A1 – Summary of Liabilities

| | Estimated to realise £ |
|--|---------------------------|
| Estimated total assets available for preferential Creditors (carried from page A) | £ |
| Liabilities | |
| Preferential creditors:- | |
| Estimated deficiency/surplus as regards preferential creditors | £ |
| Estimated prescribed part of net property where applicable (to carry forward) | £ |
| Estimated total assets available for floating charge holders | £ |
| Debts secured by floating charges | £ |
| Estimated deficiency/surplus of assets after floating charges | £ |
| Estimated prescribed part of net property where applicable (brought down) | £ |
| Total assets available to unsecured creditors | £ |
| Unsecured non-preferential claims | £ |
| 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 _____

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

Rule 2.29

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ [full name of court] | Court case number |

(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) _____ ("the company")

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

made on (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

I (d) _____

*Delete, as applicable

* concur with the Statement of Affairs of the above company and I believe that the facts stated in the Statement of Affairs are a full, true and complete statement of the affairs of the company on the date that it entered administration.

OR

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

*concur with the Statement of Affairs of the above company, subject to the following qualifications (e) _____

and believe that, subject to these qualifications, the facts stated in the statement of affairs are a full, true and complete statement of the affairs of the company on the date that it entered administration.

Full name _____

Signed _____

Dated _____

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

Rule 2.29

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

I/We (a) _____

* Delete as applicable

attach a copy of-

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

Signed _____
 Joint / Administrator(s)

Dated _____

Contact Details:

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

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| DX Number | DX Exchange |

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| Companies House receipt date barcode |
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When you have completed and signed this form please send it to the Registrar of Companies at:
 Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

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

Rule 2.33

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

I / We (a) _____

* Delete as applicable

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

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

(b) insert date

(b) _____

Signed _____
 Joint / Administrator(s)

Dated _____

Contact Details:

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

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Companies House receipt date barcode

When you have completed and signed this form please send it to the Registrar of Companies at:
Companies House, Crowa Way, Cardiff, CF14 3UZ DX 33050 Cardiff

Form 2.18B The Insolvency Act 1986 Notice of extension of time period

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

Rule 2.33

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

 that in respect of (b) _____

 the time period set out in:
 * paragraph 49(5)(b) of Schedule B1 to the Insolvency Act 1986 ("the Schedule") has been extended to
 (c) _____
 *Delete as applicable
 (c) Insert date * paragraph 50(1)(b) of the Schedule has been extended to (c) _____
 * paragraph 51(2)(b) of the Schedule has been extended to (c) _____

Signed _____
 Joint / Administrator(s)

Dated _____

Contact Details:

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

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| DX Number | DX Exchange |

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| Companies House receipt date barcode |
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When you have completed and signed this form, please send it to the Registrar of Companies at:
 Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

Form 2.19B Notice to attend meeting of creditors

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

Rule 2.34

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| in the [full name of court] | Court case number |

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

Notice is hereby given by (a) _____

(b) Insert name of person required to attend

to (b) _____

*Delete as applicable

*director / officer / former director / former officer of

(c) Insert full name of company

(c) _____ ("the company")

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

(d) Insert details of place of meeting

(d) _____

(e) Insert date and time of meeting

on (e) _____ 20 _____ at _____ hrs.

* Delete as applicable

The meeting is:

*(1) an initial creditors' meeting under paragraph 51 of Schedule B1 to the Insolvency Act 1986; or

*(2) an initial creditors' meeting requested under paragraph 52(2) of Schedule B1 to the Insolvency Act 1986.

I require you to attend the above meeting.

Signed _____
Joint / Administrator(s)

Dated _____

A copy of the proposals is attached

Form 2.20B Notice of a meeting of creditors

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

Rule 2.35

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

(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

that a meeting of the creditors of (b) _____

(c) Insert details of place of meeting

is to be held at (c) _____

(d) Insert date and time of meeting

on (d) _____ 20 at _____ hrs.

The meeting is:

*Delete as applicable

- *(1) an initial creditors' meeting under paragraph 51 of Schedule B1 to the Insolvency Act 1986 ("the Schedule");
- *(2) an initial creditors' meeting requested under paragraph 52(2) of the Schedule;
- *(3) to consider revisions to my proposals under paragraph 54(2) of the Schedule;
- *(4) a further creditors' meeting under paragraph 56 of the Schedule;
- *(5) a creditors' meeting under paragraph 62 of the Schedule.

I invite you to attend the above meeting.

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

In order to be entitled to vote under Rule 2.38 at the meeting you must give to me, not later than 12.00 hours on the business day before the day fixed for the meeting, details in writing of your claim.

Signed _____
Joint / Administrator(s)

Dated _____

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

Form 2.21BCreditor's request for a meeting

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

Rule 2.37

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

I (a) _____

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

(d) _____

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

(e) Insert details of the purpose of the meeting

The purpose of the meeting is (e) _____

Signed _____

Dated _____

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

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

Rule 2.46

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ [full name of court] | Court case number |

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

*Delete as applicable hereby report that *a meeting / an adjourned meeting of the creditors of the above company was held at

(b) Insert place of meeting (b) _____

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

*Delete as applicable

*1. Proposals / revised proposals were approved.

*2. Proposals / revised proposals were modified and approved.

The modifications made to the proposals are as follows:

(d) Give details of the modifications (if any) (d) _____

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

*4. The meeting was adjourned to (e) _____

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

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

Rule

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [fill name of court] | Court case number |

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

I / We (a) _____

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

(b) Insert dates

| | |
|------|-----|
| from | to |
| (b) | (b) |

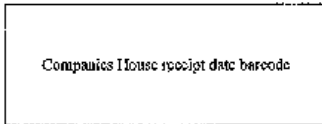
Signed _____
 Joint / Administrator(s)

Dated _____

Contact Details:

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

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When you have completed and signed this form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

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

Rule 2.48

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of Court] | Court case number |

(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 Act 1986, enclosed are (c) _____ resolutions for your consideration. Please indicate below whether you are in favour or against each resolution.

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

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

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

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

Signed _____
Joint / Administrator(s)

Dated .. _____

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

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

Rule 2.51

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

I / We (a) _____

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

(b) Insert full names and addresses of each member of the committee

(b) _____

* Delete as applicable
(c) Insert date of previous certificate

* [This certificate amends the certificate issued by me / us on (c) _____]

Signed _____
Joint/Administrator(s)

Dated _____

Contact Details:

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

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| Companies House receipt date barcode |
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When you have completed and signed this form please send it to the Registrar of Companies at:
Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

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

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

Rule 2.51

| | |
|--------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

I / We (a) _____

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

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

Appointed: (b) _____

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

Resigned/Removed: (c) _____

Signed _____

Joint / Administrator(s)

Dated _____

Contact Details:

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

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| Tel | |
| DX Number | DX Exchange |

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| Companies House receipt date barcode |
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When you have completed and signed this form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ

DX 33050 Cardiff

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

Rule 2.66

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

I / We (a) _____

*Delete as applicable

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

(b) Insert date

(b) _____

A copy of the said court order is attached.

Signed _____

Joint / Administrator(s)

Dated _____

Contact Details:

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

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| | |
| Tel _____ | |
| DX Number _____ | DX Exchange _____ |

Companies House receipt date barcode

When you have completed and signed this form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ

DX 33050 Cardiff

Form 2.29BAffidavit of debt

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

Rule 2.73

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

I, (a) _____

state on oath:—

*Delete as applicable
(b) State capacity eg director, secretary, solicitor etc
(c) State full name and address of creditor
(d) State means of knowledge of matters sworn to in affidavit

1. That
* I am a creditor of the above named company
* I am (b) _____
of (c) _____
a creditor of the above named company. I have been concerned in this matter
(d) _____
and am authorised by the creditor to make this affidavit on its / his behalf.

(e) Insert date

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

SWORN _____

Before me

Solicitor

Date _____

Form 2.30B The Insolvency Act 1986 Notice of automatic end of administration

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

Rule 2.111

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ [full name of Court] | Court case number |

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

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

(c) Insert date of appointment on (c) _____ by (d) _____
 d) Insert name of appointor / applicant hereby give notice that *my / our appointment ceased to have effect on _____
 *Delete as applicable

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

Signed _____
 Joint / Administrator(s)

Dated _____

Contact Details:

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

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| DX Number | DX Exchange |

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| Companies House receipt date barcode |
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When you have completed and signed this form please send it to the Registrar of Companies at:
Companies House, Crown Way, Cardiff, CF14 3UZ **DX 33050 Cardiff**

Form 2.31B The Insolvency Act 1986 Notice of extension of period of administration

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

Rule 2.112

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ [full name of court] | Court case number |

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

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

(c) Insert date of appointment on (c) _____ by (d) _____ ("the company")

(d) Insert name of appointor / applicant

hereby give notice that the administration has been extended:

* Delete as applicable * by order of the court

* with the consent of the company's creditors

(e) Insert date until (e) _____

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

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

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| DX Number | DX Exchange |

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| Companies House receipt date barcode |
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When you have completed and signed this form please send it to the Registrar of Companies at:
Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

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

Rule 2.116

| | |
|--|-------------------|
| Name of Company | Company number |
| In the <div style="text-align: right; font-size: small;">[full name of court]</div> | Court case number |

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

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

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

(e) Insert name of applicant / creditor hereby give notice that the court has ordered that the administration shall end on (e) _____ and a copy of the court order is attached.

(f) Insert date I / we attach to this notice a copy of the final progress report

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

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

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| | Tel |
| | DX Exchange |

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|--------------------------------------|
| Companies House receipt code barcode |
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When you have completed and signed this form please send it to the Registrar of Companies at
Companies House, Crown Way, Cardiff, CF14 3UZ **DX 33050 Cardiff**

Form 2.34B The Insolvency Act 1986 Notice of move from administration to creditors' voluntary liquidation

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

Rule 2.117

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ {full name of court} | Court case number |

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

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

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

(d) Insert name of applicant / appointor hereby give notice that:

(e) Insert name(s) and address(es) of liquidator(s) the provisions of paragraph 83(1) of Schedule B1 to the Insolvency Act 1986 apply, and it is proposed that (e) _____

will be the liquidator(s) of the company (IP No(s) _____)

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

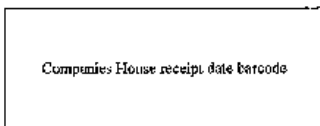
Signed _____
Joint/Administrator(s)

Dated _____

Contact Details:

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

| | |
|-----------|-------------|
| | |
| | |
| Tel | |
| DX Number | DX Exchange |



When you have completed and signed this form please send it to the Registrar of Companies at:
Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

Form 2.35B The Insolvency Act 1986 Notice 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.

Rule 2.118

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

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

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

(d) Insert name of applicant / appointor

hereby give notice that the provisions of paragraph 84(1) of Schedule B1 to the Insolvency Act 1986 apply.

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

Signed _____
Joint / Administrator(s)

Dated _____

Contact Details:

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

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| Tel | |
| DX Number | DX Exchange |

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| Companies House receipt date barcode |
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When you have completed and signed this form please send it to the Registrar of Companies at:
Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

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

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

Rule 2.118

| | |
|------------------------------------|-------------------|
| Name of Company | Company number |
| In the [full name of court] | Court case number |

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

I / We (a) _____

hereby give notice that the court has made an order under paragraph 84(7) of Schedule B1 to the Insolvency Act 1986 and a copy of that order is attached.

Signed _____
 Joint / Administrator(s)

Dated _____

Contact Details:

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

| | |
|-----------|-------------|
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| | |
| | Tel |
| DX Number | DX Exchange |

| |
|--------------------------------------|
| Companies House receipt date barcode |
|--------------------------------------|

When you have completed and signed this form please send it to the Registrar of Companies at:
Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

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

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

Rule 2.120

| | |
|--------------------------------------|-------------------|
| Name of Company | Company number |
| In the _____ [full name of court] | Court case number |

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

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

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

(b) Insert date (b) _____

OR

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

(b) _____

Signed _____

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

Form 2.38B The Insolvency Act 1986 Notice of resignation by administrator

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

(TITLE)

(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) Insert creditor's address Address of Creditor (d).....
.....

(e) Insert total value of creditor's claim Total amount of claim (e) £

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 Pursuant to Rule 5.41 (3) a creditor may vote for an unliquidated amount or any debt whose value has not been ascertained 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:- (f) ACCEPT / REJECT the proposal

Signed.....

(g) Only complete if signing on behalf of a body corporate or a partnership or where signing as an agent. Where signing as an agent evidence of authority **must** be forwarded to the Official Receiver with this form. Name in BLOCK CAPITALS.....

Dated (h)..... Capacity (g).....

NOTES TO CREDITORS

(i) Official 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 number The report to court on the approval or rejection of this proposal will be filed in (k).....
..... under No. of 20.

To be completed by the Official Receiver

(l) Official receiver to insert amount Admitted to vote for (l) £.....

Date (j)..... Signature (j).....

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

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

Rule 5.52, Rule 5.55

(TITLE)

Mr Registrar/District Judge in chambers

Upon the application of (a)

(a) Insert full name 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 arrangement, and that the time period in Rule 5.55(2) has expired.

(d) Insert bankrupt's full title as set out in the bankruptcy order

It is hereby ordered that the bankruptcy order dated (c) against

(d) is hereby annulled.

And it is ordered that the petition filed on (c) be dismissed.

(e) Insert date of registration / reference number

And it is ordered that the registration of the petition as a pending action at the Land Charges Department of HM Land Registry on (e) under the reference number (e) and of the bankruptcy order on the register of writs and orders affecting land at that department on (e) under reference number (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 5.8 Order of Annulment under Section 263D of the Insolvency Act 1986

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

(TITLE)

Mr Registrar/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), there being no application under section 263F for the revocation of that arrangement.

(b) insert bankrupt's full file as set out in the bankruptcy order
It is hereby ordered that the bankruptcy order dated (a)..... against
(b) is hereby annulled.

And it is ordered that the petition filed on (a) be dismissed.

(c) insert date of registration / reference number
And it is ordered that the registration of the petition as a pending action at the Land Charges Department of HM Land Registry on (c) under the reference number (c) and the bankruptcy order on the register of writs and orders affecting land at the department on (c) under reference number (c) 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

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

Rule 6.193C

(TITLE)

Mr Registrar/District Judge in chambers

(a) Insert full name and address of applicant

Upon the application of (a)
.....
.....

(b) Delete as applicable

(b) [the above-named bankrupt] [the trustee of the above-named bankrupt's estate].

And upon hearing

And upon reading the evidence

It is ordered that the income payments agreement under Section 310A of the Insolvency Act 1986 dated

be varied as follows:-

Dated _____

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

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

Rule 6.214A

(TITLE)

A bankruptcy order having been made by this court against

(a) Insert full name and address of bankrupt

(a) _____

(b) Insert date of bankruptcy order

on (b) _____

Pursuant to section 279(2) of the Insolvency Act 1986, the Official Receiver states that the investigation of the bankrupt'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 bankruptcy.

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 not 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 6.83 Notice to interested parties of a dwelling-house falling within Section 283A of the Insolvency Act 1986

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

Rule 6.237

(TITLE)

In theCourt/District Registry

No.of

(a) Insert date Bankruptcy order dated (a)

(h) Insert full 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 dwelling-house That the dwelling-house (d)

(e) Delete 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 bankruptcy, pursuant to Section 306 of the Insolvency Act 1986, falls within Section 285A of the Insolvency Act 1986

The last date under which I am able to serve this notice is

(f) Insert relevant date which is either 14 days before the third anniversary of the bankruptcy order or 14 days before the third anniversary of when the official receiver or trustee became aware of the property (f)

Dated

Signed

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

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

(a) Insert full name and address of trustee I (a)

(b) Insert name of bankrupt was appointed the trustee in bankruptcy of (b)

(c) Insert date of appointment on (c).....

(d) Insert mode of appointment and delete the options that do not apply I 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)

(e) 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) Insert date on which the property vests in the bankrupt I certify that from (g) I no longer have an interest in the property and that from that date my former interest has vested in (h)

Signed:

Date:

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

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

Rule 12.22

To the Registrar of Companies

Company Number

[Empty box for Company Number]

Name of Company

[Empty box for Name of Company] Limited

I/We _____

Insert full name and address of office holder

of _____

attach a copy of a court order made under section 176A of the Insolvency Act 1986

Signed _____

Dated _____

Contact Details:

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

[Form with fields for contact details: DX Number, Tel, DX Number]

Companies House receipt date barcode

When you have completed and signed the form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 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

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

Rule 3.4

Statement as to affairs of

On the _____ 20__ the date of the Administrative Receiver's Appointment

Affidavit

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

I _____
of _____

Swear /affirm that the several pages attached marked _____ are to the best of my knowledge and belief 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 and that the said company 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.

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

A1 – Summary of Liabilities

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

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

COMPANY CREDITORS

Note: You must include all creditors and identify 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 £ |
|------------------------------|-------------------------|------------------|--|---------------------|---------------------|
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Signature _____ Date _____

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

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

Rule 4.20

(TITLE)

(a) Insert name(s) and address(es) of administrator(s) Upon the petition of the administrator(s) (a)

.....

(b) Insert date of the above-named company, appointed on (b)

presented to this court 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

*Delete as applicable *[And it is ordered that

be appointed liquidator of the company.]

(d) Insert whether main, secondary or territorial proceedings *[And the court being satisfied that these proceedings are (d) proceedings as defined in Article 3 of the EC Regulation]

And it is ordered (e)

(e) Insert any further terms of order, eg as to costs Dated

*Delete as applicable Note: * [The] [One of the] official receiver(s) attached to the court is by virtue of this order liquidator of the company

Form 4.17 Statement of Affairs

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

Rule 4.33

NOTE: These details will be the same as those shown at the top of the winding-up petition

(TITLE)

In the _____ No. _____ of 20__

STATEMENT OF AFFAIRS OF

_____ on the _____ 20__ the date of the winding-up order (or date directed by the Official Receiver)*

*Delete as appropriate

The 'Guidance notes' booklet tells you how to complete this form easily and correctly.

Show the company's current financial position by completing all the pages of this form which will then be your statement of the company's affairs

Affidavit

This affidavit must be sworn or affirmed before a Solicitor or Commissioner of Oaths or an officer of the court duly authorised to administer oaths when you have completed the rest of this form

(a) Insert full name and occupation

I (a) _____

(b) Insert 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 of the winding-up order (or the date directed by the Official Receiver) and that the said company carried on business as _____

Sworn at _____

Date _____

Signature(s) _____

Before me _____

A Solicitor or Commissioner of Oaths or Duly authorised officer

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.

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

A1 – Summary of Liabilities

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

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

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

I(a) _____

(b) Insert 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 formed 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 _____

Signature(s) _____

Before me _____

A Solicitor or Commissioner 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.

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

A1 – Summary of Liabilities

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

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

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 £ |
|------------------------------|-------------------------|------------------|--|---------------------|---------------------|
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| | | | | | |

Signature _____ Date _____

Form 4.19 Statement of Affairs

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

Rule 4.34-CVL

(TITLE)

Statement as to affairs of

_____ on the _____ 20____ the date of the resolution for winding up

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

I (a) _____

(b) Insert full address

_____ of (b) _____

Make oath and say that the several pages exhibited hereto and marked _____ are 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 _____

Sworn at _____

Date _____

Signature(s) _____

Before me _____

A Solicitor or Commissioner 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.

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) | £ |
| <hr/> | |
| 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 | £ |
| Issued and called up capital | £ |
| Estimated total deficiency/surplus as regards members | £ |

Signature _____ Date _____

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

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 £ |
|------------------------------|-------------------------|------------------|--|---------------------|---------------------|
| | | | | | |
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| | | | | | |

Signature _____ Date _____

Form 4.52 Liquidator's Certificate of Continuance of Liquidation Committee

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

Rule 4.176

(TITLE)

(a) Insert name I, (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 The membership of the committee (b) [is] [will be] as follows:-
(c) Insert details of members of committee (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 details of contributories elected to be members (e)
.....
.....]

(f) Insert date of previous certificate (b) [This certificate amends the certificate issued by me on (f)]

Dated

Signed
Liquidator

Name in BLOCK LETTERS

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

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

(TITLE)

(a) Insert full 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 nominee
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 debtor
(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 day on which the report is to be considered
And it is ordered that the report of the nominee be submitted and delivered by him to the court not later than (c)

(f) Insert details of any orders made under section 255(3) and (4) of the Insolvency Act 1986
[And it is ordered that (f)]

And it is ordered that
(g) And it is ordered that the applicant forthwith serve a copy of this order on the official receiver.]

(g) Delete if debtor is not a bankrupt or if he is a bankrupt but the applicant is the official receiver

Date
Time hours
Place
be appointed for consideration of the nominee's report.

Dated

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

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

Sections 259 and 260

(TITLE)

(a) Insert full name and address of applicant

Upon the application of (a)
.....
.....

And upon hearing

(b) 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]]

[If it is ordered that this application be [adjourned generally with liberty to restore] [adjourned to the day of to enable an application to be made to extend the time for filing the report of the chairman of the creditors' meeting]]

[And it is ordered that the time for filing the said report be extended to this day.]

[And whereas:-

(i) on the day of a bankruptcy petition No. of was filed by against the above-named (the debtor); and

(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 court 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) (c)
.....]

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 petition at HM Land Registry is cancelled.

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

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

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 includes 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 must be 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 this demand. Brief details of the total debt should be included and the nature of the security and the value put upon it by the creditor, as at the date of the demand, must be specified.
- If signatory of the demand is a solicitor or other agent of the creditor the name of his/her firm should be given.

*Delete if signed by the creditor himself

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 14 days** from its service on you.
- If you do not apply to set aside **within 14 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 Bureau, or a licensed insolvency practitioner.

Demand

To _____

Address _____

This demand is served on you by the creditor:

Name _____

Address _____

The creditor claims that you owe the sum of £_____, 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.

[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 _____

Name _____
 (BLOCK LETTERS)

Date _____

*Position with or relationship to creditor _____

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

Address _____

Tel. No. _____ Ref. _____

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.

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

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.

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

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 petition 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

| | Name | Date(s) of Assignment |
|-------------------|------|-----------------------|
| Original creditor | | |
| Assignees | | |

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

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

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.

| |
|--|
| <p>Remember! – From the date of service on you of this document</p> <ul style="list-style-type: none">(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 bankruptcy petition |
|--|

Form 6.2 Statutory 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

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

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 includes 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 must be 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 upon it by the creditor, as at the date of the demand, 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

*Delete if signed by the creditor himself

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
To _____

Address _____

This demand is served on you by the creditor:

Name _____

Address _____

The creditor claims that you owe the sum of £ _____, 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. By a Judgment/Order of the _____ court in proceedings entitled (Case) Number _____ between _____ Claimant and _____ Defendant it was adjudged/ordered that you pay to the creditor the sum of £ _____ and £ _____ for costs.

The creditor demands that you pay the above debt or secure 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 petition in the High Court in London.]
]Delete if inappropriate]

Signature of individual _____

Name _____
(BLOCK LETTERS)

Date _____

*Position with or relationship to creditor _____

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

Address _____

Tel. No. _____ Ref. _____

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.

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

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.

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.

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

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 demand should be made to that court, or, if this demand 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:

| | |
|------------------|--|
| 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 | | |
| Assignees | | |

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

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 demand 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 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.

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.

| |
|--|
| <p>Remember! –From the date of service on you of this document</p> <ul style="list-style-type: none">(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 bankruptcy petition. |
|--|

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

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

Rule 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 assignees should be given in part C on page 3.
- If the amount of debt where due includes 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 must be stated.
- In either case the amount claimed must be limited to that which will have accrued due when payment falls due on the date specified.
- If the creditor holds any security the amount of debt should be the sum the creditor is prepared to regard as unsecured for the purposes of this demand. Brief details of the total debt should be included and the nature of the security and the value put upon it by the creditor, as at the date of the demand, must be specified.
- The grounds for the creditor's opinion that the debtor has not reasonable prospects of paying the debt when it falls due must be stated.
- If signatory of the demand is a solicitor or other agent of the creditor the name of his/her firm should be given.

*Delete if signed by the creditor himself

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 solicitor, a Citizens Advice Bureau, or a licensed insolvency practitioner.

Demand

To _____

Address _____

This demand is served on you by the creditor:

Name _____

Address _____

The creditor claims that you will owe the sum of £ _____, full particulars of which are set out on page 2, when payment falls due on _____

The creditor is of the opinion that you have no reasonable prospect of paying this debt when it falls due because _____

[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]

Signature of individual _____

Name _____
(BLOCK LETTERS)

Date _____

*Position with relationship to creditor _____

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

Address _____

Tel. No. _____ Ref. _____

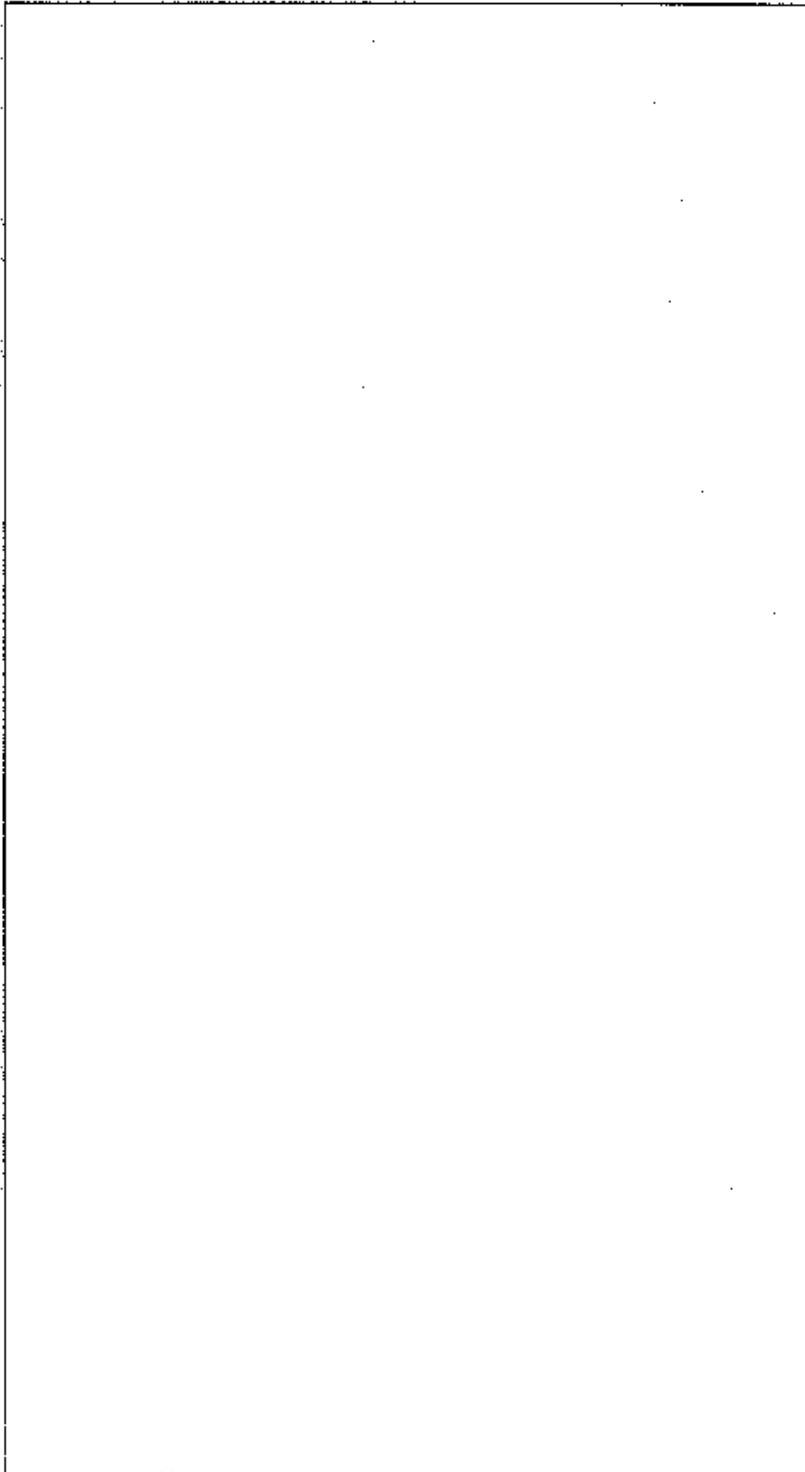
N.B. The person making this demand must complete the whole of pages 1, 2 and parts A, B and C (as applicable) on page 3.

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

Form G.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.

Note:

If space is insufficient continue on page 4 and clearly indicate on this page that you are doing so.

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

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] [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.

| | Name | Date(s) of Assignment |
|-------------------|------|-----------------------|
| Original creditor | | |
| Assignees | | |

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

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

Form 6.3 contd.

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.

| |
|--|
| <p>Remember! –From the date of service on you of this document</p> <ul style="list-style-type: none">(c) you have only 18 days to apply to the court to have the demand set aside, and(d) you have only 21 days before the creditor may present a bankruptcy petition. |
|--|

Form 6.25 Bankruptcy Order on Creditor's Petition

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

(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 full description of debtor as set out in the petition

It is ordered that (b)

.....
be adjudged bankrupt.

(c) Delete as applicable
(d) Insert whether main, secondary or territorial proceedings

(c) And the Court being satisfied that the EC Regulation does apply declares that these proceedings are

(d) proceedings as defined in Article 3 of the EC Regulation.

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 bankrupt's estate. You are required to attend upon the Official Receiver of the court at

(e) Insert address of Official Receiver's office

(e)

.....
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

| Endorsement on Order (f) | |
|--|-------|
| The solicitor to the petitioning creditor is:- | |
| Name | _____ |
| Address | _____ |
| Telephone No. | _____ |
| Reference | _____ |

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

Rule 6.45

(TITLE)

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

And upon hearing

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

(b)]and upon considering the report of (c)

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

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

And upon the petition and statement of affairs

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

It is ordered that (d) _____

be adjudged bankrupt.

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

[And it is ordered that (e) _____ be appointed trustee of the bankrupt's estate]

[And it is also ordered that _____]

(f) Delete as appropriate (g) Insert whether main, secondary or territorial proceedings

(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 _____ hours

Important Notice to Bankrupt

(h) Insert address of Official Receiver's office

(f) [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 upon 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

(j) Order to be endorsed where debtor is represented by a solicitor

| Endorsement on Order (j) | |
|--|-------|
| The solicitor to the petitioning debtor is:— | |
| Name | _____ |
| Address | _____ |
| Telephone No. | _____ |
| Reference | _____ |

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

Rule 6.215

(TITLE)

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 conduct during the proceedings under the bankruptcy.

And upon hearing

And upon reading the evidence

And a bankruptcy order having been made against the above-named bankrupt on (b)

(c) State briefly in what respect the bankrupt 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 (c)

(d) Insert period for which discharge is to be suspended

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)] [until the following condition(s) (a) [has] [have] been fulfilled (e)]

(e) Insert conditions to be fulfilled

Dated _____

Form 6.73 Order of Court Lifting Suspension of Discharge

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

Rule 6.216

(TITLE)

Mr Registrar/District Judge

in chambers

(a) Insert full name and address of bankrupt

Upon the application of (a)

(b) Delete as applicable

the above-named bankrupt, (b) [and after taking into consideration the report of (b) [the official receiver] [and] [the trustee] in this matter

And upon hearing

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 6.79A Charging Order under Section 313 of the Insolvency Act 1986

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

Rule 6.237D

(TITLE)

(a) Insert full name and address of applicant

Upon the application of (a)
the trustee in bankruptcy of the above-named bankrupt

And upon hearing

And upon reading the report of

(b) Delete as applicable

And the trustee and the bankrupt having (b) [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 the Schedule hereto shall stand charged for the benefit of the bankrupt's estate with:

(i) £ being the total sum which on present information remains owing to unsecured creditors of the bankrupt;

(ii) all other amounts which are payable otherwise than to the bankrupt out of the estate;

(iii) interest on the said sum and said other amounts at the rate of per cent per annum as from the date of this order.

(c) Insert details of any conditions imposed by the court: see 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 Land Charges Department under the Land Charges Act 1972 or the Chief Land Registrar under the Land 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.

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