

SCHEDULE 1

Rule 160

FORMS

Commencement Information**II** Sch. 1 in force at 1.10.2005, see **rule 1***Index*

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Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

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Form EA1 **Energy administration application**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 4

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

1. The application of :

- *Delete as applicable* ***(i) the Secretary of State for Trade and Industry ("Secretary of State") in reliance on section 156(1)(a) of the Energy Act 2004**
- *(ii) the Gas and Electricity Markets Authority ("GEMA") in reliance on section 156(1)(b) of the Energy Act 2004, and made with the consent of the Secretary of State**
- (a) Insert name of company subject to application **2. (a) _____ ("the company") was incorporated**
- (b) Insert date of incorporation **on (b) _____ under the Companies Act 19 __, and**
- (c) Insert registered number **the registered number of the company is (c) _____.**
- (d) Insert address of registered office **3. The registered office of the company is at (d) _____**

- (e) Insert amount of nominal capital and how it is divided **4. The nominal capital of the company is (e) £ _____ divided into ___ shares of £ _____ each.**
- (f) Insert amount of capital paid up or credited as paid up **The amount of the capital paid up or credited as paid up is (f) £ _____**
- *Delete as applicable* **5. The application relates to a protected energy company which is the holder of *a transmission licence granted under section 6(1)(b) of the Electricity Act 1989 / a distribution licence granted under section 6(1)(c) of the Electricity Act 1989 / a licence granted under section 7 of the Gas Act 1986.**
- *Delete as applicable* **6. *The applicant believes that the company is or is likely to be unable to pay its debts for the reasons stated in the *affidavit / witness statement in support attached to this application.**
- 7. *The Secretary of State has certified that it would be appropriate for him to petition for the winding up of the company under section 124A of the Insolvency Act 1986.**
- 8. The applicant proposes that during the period for which the order is in force, the affairs, business and property of the company be managed by**
- (g) Insert full name(s) and address(es) of proposed energy administrator(s) **(g) _____**

- whose statement(s) in Form EA2 is / are attached to this application.**
- *Delete as applicable* **9. An affidavit / witness statement in support of this application is attached.**
- (h) Insert address for service **10. The *applicant's / applicant's solicitor's address for service is (h) _____**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Form EA1 Continued

11. The applicant therefore requests as follows:-

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

(j) Insert full name(s) of proposed energy administrator(s)

(2) that (j) _____

be appointed to be the energy administrator(s) of the said company

(k) Insert details of any ancillary orders sought

(3) (k) _____

or

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

Signed _____

*Delete as applicable

*Applicant / applicant's solicitor
(If signing on behalf of the Secretary of State or GEMA state position or office held)

Dated _____

Form EA1 continued

Endorsement to be completed by the court

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

This application having been presented to the court on _____ will

be heard at (k) _____

_____ 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 EA2Statement of proposed energy administrator

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 5

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 energy 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

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

("the company") in accordance with the application of

(c) Insert name of person presenting energy administration application

(c) _____

(d) Insert date of application

dated (d) _____

* Delete as applicable

3. 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 EA3 Affidavit of service of energy administration application

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 11

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:

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

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

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

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

(c) Insert name

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 energy administration application duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at (d) _____

(d) Insert address where served

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

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

serve (c) _____ the administrative receiver of the said company with a copy of the energy 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) _____

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Form EA3 continued

at (d) _____

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

serve (c) _____ a holder of a qualifying floating charge being entitled to appoint an administrator of the said company under paragraph 14 of Schedule B1 to the Insolvency Act 1986 (without the modifications made by Schedule 20 to the Energy Act 2004) with a copy of the energy 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 energy 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 energy 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 person proposed to be the energy administrator of the said company with a copy of the energy administration application duly sealed with the seal of the court and its supporting documents by leaving the same at his proper address at (d) _____

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Form EA3 continued

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

to the said (c) _____

at (d) _____

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

serve (c) _____ the supervisor of the company voluntary arrangement with a copy of the energy 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) _____ who has applied for an administration order in respect of the said company with a copy of the energy 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) _____

10. That I did on ____ day the ____ day of ____ 20 ,

serve (c) _____ who has served notice under section 164 of the Energy Act 2004 of his intention to enforce his security over property of the said company with a copy of the energy 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) _____

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Form EA3 continued

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

serve (c) _____ the Secretary of State for Trade and Industry with a copy of the energy 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) _____

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

serve the Gas and Electricity Markets Authority with a copy of the energy administration application duly sealed with the seal of the court and its supporting documents by leaving the same at its 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 Gas and Electricity Markets Authority at (d) _____

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

SWORN _____

Form EA4Energy administration order

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 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 energy administrator(s)

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

 be appointed energy administrator(s) of the company.

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

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

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

Form EA5 Notification of appointment of energy administrator (for newspaper and London Gazette)

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 14

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

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

Nature of business _____

Registered office of company _____

(a) Insert date Energy administrator appointment made on (a) _____ 20

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

Joint / Energy administrator(s) (IP No(s) _____)

[Form 2.12B]The Insolvency Act 1986The Energy Act 2004**Notice of energy administrator's appointment**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

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 energy administrator(s) require(s) a statement of affairs to be prepared and submitted by (a) _____

(b) Insert full name of company

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

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

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

(d) Insert name of energy administrator(s)

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

(e) Insert full address

at (e) _____

Signed _____
Joint / Energy administrator(s)

Dated _____

WARNING

It is an offence under paragraph 48(4) of Schedule B1 to the Insolvency Act 1986, as modified and applied by Schedule 20 to the Energy Act 2004, if you fail without reasonable excuse to comply with this requirement.

(f) Delete words in brackets if not applicable

Section 235 of the Insolvency Act 1986, as modified by Schedule 20 to the Energy Act 2004, places a duty on you (f) (as an officer of the company) to provide the energy 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 energy 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, as modified by Schedule 20 to the Energy Act 2004, failure to submit a statement of affairs or to co-operate with the energy 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 for the preparation of the statement of affairs are enclosed. Under Rule 19 expenses incurred in making the statement of affairs which the energy administrator considers to be reasonable can be claimed out of the company's assets.

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 16

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 energy 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 energy administration.

Full name _____

Signed _____

Dated _____

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

A1 – Summary of Liabilities

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

Signature _____ Date _____

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

COMPANY SHAREHOLDERS

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

Signature _____ Date _____

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

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 energy 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 energy administration.

Full name _____

Signed _____

Dated _____

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 16

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

(a) Insert full name(s) and address(es) of energy 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 energy administration of the above company.

Signed _____
 Joint / Energy 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

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 2.17B]The Insolvency Act 1986The Energy Act 2004**Statement of energy administrator’s proposals**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 20

EA12

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

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

Notice is hereby given by (a) _____

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

that in respect of (b) _____

*Delete as applicable

the time period set out in:

* paragraph 49(5)(b) of Schedule B1 to the Insolvency Act 1986 as modified and applied by Schedule 20 to the Energy Act 2004 has been extended to

(c) Insert date

(c) _____

* paragraph 50(1)(b) of the Schedule B1 to the Insolvency Act 1986 as modified and applied by Schedule 20 to the Energy Act 2004 has been extended to

(c) _____

Signed _____

Joint / Energy 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

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 EA13 Notice of a meeting of creditors

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 21

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

(a) Insert full name(s) and address(es) of the energy 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 a creditors' meeting under paragraph 62 of Schedule B1 to the Insolvency Act 1986 as applied and modified by Schedule 20 to the Energy Act 2004.

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 24 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 / Energy administrator(s)

Dated _____

Form EA14Creditor's request for a meeting

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 23

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 energy administration is (c) _____

(d) Insert full name(s) and address(es) of creditoes concurring with the request (if any) and their claims in the energy administration if the requesting creditor's claim is below the required 25%

(d) _____

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

Signed _____

Dated _____

[Form 2.22B]The Insolvency Act 1986The Energy Act 2004**Statement of energy administrator's revised proposals**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

EA15

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

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

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

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

(b) Insert date

Signed _____
 Joint / Energy 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

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 2.24B]The Insolvency Act 1986The Energy Act 2004**Energy administrator’s progress report**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

EA17

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

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

I / We (a) _____

*Delete as applicable energy 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 / Energy 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

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 EA18 Affidavit of debt

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 41

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:—

1. That

*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

* 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 energy 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 2.33B]The Insolvency Act 1986The Energy Act 2004**Notice of court order ending energy administration**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 79

EA22

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

(a) Insert name(s) and address(es) of energy 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 as modified and applied by Schedule 20 to the Energy Act 2004, and a copy of that order is attached.

Signed _____
 Joint / Energy 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

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 33080 Cardiff

Form EA23 Notice of intention to resign as energy administrator

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 82

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

I, (a) _____

(a) Insert name and address of energy administrator

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

* I intend to resign from the said office of energy 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 energy administrator on

(b) _____

Signed _____

Dated (c) _____

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

[Form 2.38B]The Insolvency Act 1986The Energy Act 2004**Notice of resignation by energy administrator**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 83

EA24

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

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

**Delete as applicable* *the energy administrator / one of the energy administrators of the above company having been appointed energy administrator of (b) _____

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

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

(d) Insert name of applicant

hereby give notice that:

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

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

Signed _____
Energy administrator

Dated _____

Contact Details:

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

Tel	
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 2.39B]The Insolvency Act 1986The Energy Act 2004**Notice of vacation of office by energy administrator**

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 90

EA26

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

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

 _____ (IP No. _____)

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

(c) Insert name of applicant by (c) _____ on (d) _____
 (d) Insert date This appointment is an appointment of

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

Signed _____

Dated _____

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies 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	
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Form EA27 Originating Application

(TITLE)

Between
Applicant
and
Respondent

(a) Insert name and address of respondent Let (a).....attend before the Judge/Registrar
ON: -
Date.....
Time.....hours
Place.....

(b) Insert name of applicant. On the hearing of an application by (b).....
the applicant for an order in the following terms: -

(c) State the terms of the order to which the applicant claims to be entitled (c)
The grounds on which the applicant claims to be entitled to the order are: -

(d) Set out grounds or refer to a witness statement or affidavit in support (d)
The names and addresses of the persons upon whom it is intended to serve this application are: -

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

OR

It is not intended to serve any person with this application.

(f) State the applicant's address for service The applicant's address for services is: (f)
Dated.....
Signed.....
(SOLICITOR FOR THE) APPLICANT

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

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 93

(TITLE)

Between

Applicant.....
and
Respondent.....

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

Date.....
Time.....**hours**
Place.....

(a) State nature and for grounds of application for (a)

Signed:.....
(SOLICITOR FOR THE) APPLICANT

My/Our address for service is: -.....

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

OR

It is not intended to serve any person with this application

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

Form EA29 Declaration by Official Shorthand Writer (Energy Administration Proceedings)

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 104

(TITLE)

I.....
of.....

an official shorthand writer appointed to this court do solemnly and sincerely declare that I will truly and faithfully take down the questions put to and the answers given by all persons whose examination I shall be appointed by the court to take down and will deliver an accurate written record of them as the court directs.

Date.....

Declared before me as follows:.....

Date.....

Time.....

Place.....

Form EA30 Appointment of Shorthand Writer (Energy Administration Proceedings)

Rule 104

(TITLE)

(a) Insert name of applicant Upon the application of (a).....
.....
.....

the court appoints

of.....

to take down a written record of the examination under section 236 of the Insolvency Act 1986 (as modified by Schedule 20 to the Energy Act 2004)

(b) Insert name of (b)

today under Rule 104(2) of the Energy Administration Rules 2005.

Dated.....

Form EA31 Declaration by Shorthand Writer (Energy Administration Proceedings)

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

(TITLE)

I.....

of.....

the shorthand writer appointed by this court to take down notes of the

(a) Insert name

examination of (a).....

do solemnly and sincerely declare that I will truly and faithfully take

down the questions and answers put and given by (a)

.....

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

Dated.....

Declared before me as follows : -

Date.....

Place.....

Duly authorised Officer

Form EA32Order Appointing Person to Act for Incapacitated Person

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

(TITLE)

Mr Registrar.....

.....in chambers

(a) insert full name and address of the applicant and the capacity in which he makes the application

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

.....

.....

And upon hearing.....

And upon reading the evidence

(b) Insert name and description of incapacitated person

And it appearing that (b)..... is

incapable of managing and administering his property and affairs

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

It is ordered that (c).....

.....

.....

*delete as applicable

be appointed to *appear for / represent / act for

(d) Insert name of implicated person

(d).....

*delete as applicable

* for the purpose of.....

.....

* generally in the proceedings.

Dated.....

Form EA33Proxy (Energy Administration)

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 140

(TITLE)

Notes to help completion of the form

Please give full name and address for communication

Name of creditor.....

.....

Address.....

.....

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

Name of proxy-holder

1.....

2.....

3.....

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

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

Voting instructions for resolutions

* Please insert as appropriate

1.

2.

This form must be signed

Signature.....Date.....

Name in CAPITAL LETTERS.....

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

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

Remember: there may be resolutions on the other side of this form.

Form EA34Order under section 236 of the Insolvency Act 1986 (as modified by Schedule 20 to the Energy Act 2004)

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

(TITLE)

(a) Insert full name, address and description of applicant

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

.....

And upon hearing.....

And upon reading the evidence

(b) Insert full name, address and description of person to be examined

It is ordered that (b).....

.....

do attend on:

Date.....

Time.....hours

Place.....

*delete as applicable

to be examined on oath in the matter * and to have and produce

(c) Insert details of documents to be produced

the documents specified below: (c).....

.....

Dated.....

Note:

If you fail to comply with this order without reasonable excuse having been given to and accepted by the court, a warrant may be issued for you to be arrested and brought before the court for examination.

Form EA35 [12.1]The Insolvency Act 1986Notice to Registrar of Companies in respect of an order under Section 176A of the Insolvency Act 1986 (energy administration)

Changes to legislation: There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1. (See end of Document for details)

Rule 175

To the Registrar of Companies

Company Number

Name of Company

Limited

Insert full name and address of energy administrator

I/We _____
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

	Tel
DX Number	DX Number

Companies House receipt date barcode

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

Changes to legislation:

There are currently no known outstanding effects for the The Energy Administration Rules 2005, SCHEDULE 1.