
STATUTORY INSTRUMENTS

2018 No. 1082

The Insolvency (Scotland) (Company Voluntary Arrangements and Administration) Rules 2018

PART 1

SCOPE, INTERPRETATION, TIME AND RULES ABOUT DOCUMENTS

CHAPTER 7

Standard contents of documents to be delivered to the registrar of companies

Standard contents of all documents

1.18.—(1) A document to be delivered to the registrar of companies must—

- (a) identify the company;
- (b) state—
 - (i) the nature of the document,
 - (ii) the section (or paragraph) of the Act, or the rule under which the document is delivered,
 - (iii) the date of the document,
 - (iv) the name and address of the person delivering the document, and
 - (v) the capacity in which that person is acting in relation to the company; and
- (c) be authenticated by the person delivering the document.

(2) Where the person delivering the document is the office-holder, the address may be omitted if it has previously been notified to the registrar of companies in the insolvency proceedings and is unchanged.