

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

MONDAY



A10 13/01/2020 #111
COMPANIES HOUSE

1 Company details

Company number 01664962
Company name in full M & D Walls Limited (formerly Envirohold Limited)

→ Filling in this form
Please complete in typescript or in
bold black capitals

2 Liquidator's name

Full forename(s) Michael
Surname Jenkins

3 Liquidator's address

Building name/number 11 Clifton Moor Business Village
Street James Nicolson Link
Post town Clifton Moor
County/Region York
Postcode YO304XG
Country

4 Liquidator's name ①

Full forename(s) Andrew
Surname Mackenzie

① Other liquidator
Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number 11 Clifton Moor Business Village
Street James Nicolson Link
Post town Clifton Moor
County/Region York
Postcode YO304XG
Country

② Other liquidator
Use this section to tell us about
another liquidator.

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6

Liquidator's release

☐ Tick if one or more creditors objected to liquidator's release.

7

Final account

☒ I attach a copy of the final account.

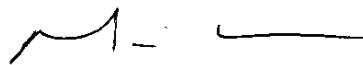
8

Sign and date

Liquidator's signature

Signature

X



X

Signature date

^d0

^d9

^m0

^m1

^y2

^y0

^y2

^y0

**M & D Walls Limited
(formerly Envirohold Limited)
(In Creditors' Voluntary Liquidation)**

Final report and account of the liquidation

Period: 15 August 2019 to 14 November 2019

Important Notice

This report has been produced solely to comply with our statutory duty to report to creditors and members of the Company pursuant to Section 106 of the Insolvency Act 1986. This report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors and members for any purpose other than this report to them, or by any other person for any purpose whatsoever

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1. INTERPRETATION

<u>Expression</u>	<u>Meaning</u>
"the Company"	M & D Walls Limited (formerly Envirohold Limited) (In Creditors' Voluntary Liquidation)
"the liquidation"	The appointment of liquidators on 15 August 2013.
"the liquidators", "we", "our" and "us"	Michael Jenkins and Andrew Mackenzie, both of Begbies Traynor (Central) LLP, 11 Clifton Moor Business Village, James Nicolson Link, Clifton Moor, York, YO30 4XG
"the Act"	The Insolvency Act 1986 (as amended)
"the Rules"	The Insolvency (England & Wales) Rules 2016
"secured creditor" and "unsecured creditor"	Secured creditor, in relation to a company, means a creditor of the company who holds in respect of his debt a security over property of the company, and "unsecured creditor" is to be read accordingly (Section 248(1)(a) of the Act)
"security"	(i) In relation to England and Wales, any mortgage, charge, lien or other security (Section 248(1)(b)(i) of the Act); and (ii) In relation to Scotland, any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off) (Section 248(1)(b)(ii) of the Act)
"preferential creditor"	Any creditor of the Company whose claim is preferential within Sections 386, 387 and Schedule 6 to the Act

2. COMPANY INFORMATION

Trading name(s):	M & D Walls Limited
Company registered number:	01664962
Company registered office:	11 Clifton Moor Business Village, James Nicolson Link, Clifton Moor, York, YO30 4XG
Former trading address:	Viking Close, Willerby, Hull, HU10 6BS

3. DETAILS OF APPOINTMENT OF LIQUIDATORS

Date winding up commenced:	15 August 2013
Date of liquidators' appointment:	Rob Sadler & Andrew Clay (15 August 2013) Andrew Mackenzie (17 December 2014) Michael Jenkins (9 May 2018)

Changes in liquidator (if any):

Andrew Mackenzie replaced Andrew Clay as Joint Liquidator of the Company on 17 December 2014 by Order of the Court

Michael Jenkins replaced Rob Sadler as Joint Liquidator of the Company on 9 May 2018 by Order of the Court

4. PROGRESS SINCE OUR LAST REPORT

This is our final report and account of the liquidation and should be read in conjunction with the progress reports to creditors dated 14 October 2014, 27 November 2015, 30 August 2016, 12 October 2017, 3 October 2018 and 14 October 2019.

Receipts and Payments

Attached at Appendix 1 is our abstract of receipts and payments for the period from 15 August 2019 to 14 November 2019.

What work has been done in the period of this report, why was that work necessary and what has been the financial benefit (if any) to creditors?

Details of the types of work that generally fall into the headings mentioned below are available on our firm's website - <http://www.begbies-traynordgroup.com/work-details>. Under the following headings we have explained the specific work that has been undertaken on this case. Not every piece of work has been described, but we have sought to give a proportionate overview which provides sufficient detail to allow creditors to understand what has been done, why it was necessary and what financial benefit (if any) the work has provided to creditors.

The costs incurred in relation to each heading are set out in the Time Costs Analysis which is attached at Appendix 2. There is an analysis for the period of the report and also an analysis of time spent on the case since the date of our appointment. The details below relate to the work undertaken in the period of the report only. Our previous reports contain details of the work undertaken since our appointment.

General case administration and planning

Periodic reviews have been carried out in order to ensure that matters have progressed satisfactorily and that statutory requirements of the relevant legislation complied with. Generally, it is necessary to maintain records to demonstrate how the case was administered and to document the reasons for any decisions that materially affect the case. Members of our staff have therefore undertaken general administrative duties in order to comply with this requirement. Whilst this work has not benefitted creditors financially, it is a necessary part of the general control of the case.

Compliance with the Insolvency Act, Rules and best practice

During the period of this report, in accordance with the Insolvency Act and Rules, we have:

- ☐ produced a progress report in respect of the preceding 12-month period;
- ☐ made the progress report available to all creditors and members, and filed a copy with the Registrar of Companies;
- ☐ ensured that the case is adequately bonded (an insurance to protect the interests of unsecured creditors in the asset realisations on a case);
- ☐ undertaken work in respect of the closure of the liquidation, such as the final file review and calculation/payment of final expenses; and
- ☐ produced this final report and account.

Our support staff have also performed cashiering duties, such as banking funds, maintaining accounting records and invoicing in respect of remuneration and disbursements.

This work has not benefitted creditors financially but was necessary in accordance with insolvency legislation.

Investigations

Our investigations in relation to concerns raised by a creditor concerning transactions undertaken prior to our appointment have been concluded, following information provided by the former Bankruptcy Receiver of a Swedish Bankruptcy

This work has not financially benefitted creditors, but is still required to be undertaken as part of the liquidators' statutory duties.

Realisation of assets

Bank Interest

A nominal amount of bank interest has been received since our last progress report.

Other matters which includes seeking decisions from creditors (via Deemed Consent Procedure and/or Decision Procedures), tax, litigation, pensions and travel

We are required to submit returns to HM Revenue & Customs for Corporation Tax in respect of the periods after the date of our appointment. This has not benefitted creditors financially but is necessary pursuant to tax and insolvency legislation.

5. OUTCOME FOR CREDITORS

Details of the sums owed to each class of the Company's creditors were provided in the directors' statement of affairs.

On the basis of realisations, the outcome for each class of the Company's creditors is as follows:

Secured creditors

There are no known secured creditors.

Preferential creditors

As detailed in our progress report for the period 13 August 2018 to 1 August 2019, no dividend is available for preferential creditors because the funds realised have already been used or allocated for defraying the expenses of the liquidation.

Prescribed Part for unsecured creditors pursuant to Section 176A of the Act

Section 176A of the Act provides that, where the company has created a floating charge on or after 15 September 2003, the liquidator must make a prescribed part of the Company's net property available for the unsecured creditors and not distribute it to the floating charge holder except in so far as it exceeds the amount required for the satisfaction of unsecured debts. Net property means the amount which would, were it not for this provision, be available to floating charge holders out of floating charge assets (i.e. after accounting for preferential debts and the costs of realising the floating charge assets). The prescribed part of the Company's net property is calculated by reference to a sliding scale as follows:

- ☐ 50% of the first £10,000 of net property;
- ☐ 20% of net property thereafter;
- ☐ Up to a maximum amount to be made available of £600,000

A liquidator will not be required to set aside the prescribed part of net property if:

- ☐ the net property is less than £10,000 and the liquidator thinks that the cost of distributing the prescribed part would be disproportionate to the benefit; (Section 176A(3)) or
- ☐ the liquidator applies to the court for an order on the grounds that the cost of distributing the prescribed part would be disproportionate to the benefit and the court orders that the provision shall not apply (Section 176A(5)).

To the best of our knowledge and belief, there are no unsatisfied floating charges created or registered on or after 15 September 2003 and, consequently, there is no net property as defined in Section 176A(6) of the Act and, therefore, no prescribed part of net property is available for distribution to the unsecured creditors.

Unsecured creditors

As detailed in our Progress Report for the period 14 August 2013 to 13 August 2014, we confirm that no dividend is available for unsecured creditors, as the funds would be used or allocated for defraying the expenses of the liquidation.

Consequently we have not taken steps to formally agree the claims of unsecured creditors.

6. REMUNERATION & DISBURSEMENTS

Remuneration

Our remuneration has been fixed by a resolution of creditors at the meeting held pursuant to Section 98 of the Act by reference to the time properly given by us (as Liquidators) and the various grades of our staff calculated at the prevailing hourly charge out rates of Begbies Traynor (Central) LLP in attending to matters arising in the liquidation. We are authorised to draw disbursements, including disbursements for services provided by our firm (defined as "Category 2" disbursements in Statement of Insolvency Practice 9) in accordance with our firm's policy, details of which accompanied the Statement of Affairs and other information presented to the Meeting of Creditors convened pursuant to Section 98 of the Act (and which is attached at Appendix 2 of this report).

Our time costs for the period from 15 August 2019 to 14 November 2019 amount to £3,651 which represents 12.7 hours at an average rate of £287 per hour.

The following further information in relation to our time costs and disbursements is set out at Appendix 2:

- ☐ Time Costs Analysis for the period 15 August 2019 to 14 November 2019
- ☐ Begbies Traynor (Central) LLP's charging policy

In addition to the Time Costs Analysis for the period covered by this report, a cumulative Time Costs Analysis for the period from 15 August 2013 to 14 November 2019 is also attached at Appendix 2.

To 14 November 2019, we have drawn the total sum of £886 on account of our remuneration, against total time costs of £31,918 incurred since the date of our appointment. In addition to the time costs information disclosed at Appendix 2 for the period since our last progress report, our previous progress reports contained details of the time costs we had incurred as at the date of each report. Our unbilled time costs of £31,032, have been

written off as irrecoverable. However, we reserve the right to recover our unbilled time costs in the event that circumstances subsequently permit us to do so.

Disbursements

To 14 November 2019, we have also drawn disbursements in the sum of £309.

A copy of 'A Creditors' Guide to Liquidators Fees (E&W) 2011' which provides guidance on creditors' rights on how to approve and monitor a Liquidator's remuneration and on how the remuneration is set can be obtained online at www.begbies-traynor.com/creditorsguides. Alternatively, if you require a hard copy of the Guide, please contact our office and we will arrange to send you a copy.

7. LIQUIDATORS' EXPENSES

No material expenses have been incurred during the period of this progress report. A cumulative statement showing the total expenses incurred since the date of our appointment also appears at Appendix 3.

8. UNREALISABLE ASSETS

There are no assets that have proved to be unrealisable.

9. OTHER RELEVANT INFORMATION

Connected party transactions

Other than the assets mentioned in the Directors Report (or within our earlier Progress Report) we are not aware of any other connected party transactions.

Use of personal information

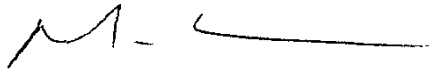
Please note that although it is our intention to conclude the liquidation, in the course of us continuing to discharge our statutory duties as liquidators, we may need to access and use personal data, being information from which a living person can be identified. Where this is necessary, we are required to comply with data protection legislation. If you are an individual and you would like further information about your rights in relation to our use of your personal data, you can access the same at <https://www.begbies-traynorgroup.com/privacy-notice>. If you require a hard copy of the information, please do not hesitate to contact us.

10. CONCLUSION

This report and account of receipts and payments is our final account of the winding-up, showing how the liquidation has been conducted and details of how the Company's property has been disposed of.

Unless creditors object, by giving notice in writing within 8 weeks of the delivery of the notice of our final account, we will have our release from liability at the same time as vacating office. We will vacate office upon our delivering to the Registrar of Companies our final account.

Should you require further explanation of any matters contained within this report, you should contact our office and speak to the case manager, Chris Cox in the first instance, who will be pleased to assist.

A handwritten signature in black ink, appearing to be 'M. Jenkins', with a long horizontal stroke extending to the right.

Michael Jenkins
Joint Liquidator

Dated: 14 November 2019

ACCOUNT OF RECEIPTS AND PAYMENTS

Period: 15 August 2019 to 14 November 2019

M & D Walls Limited (formerly Envirohold Limited)
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £	From 15/08/2019 To 14/11/2019 £	From 15/08/2013 To 14/11/2019 £

TIME COSTS AND DISBURSEMENTS

- a. Begbies Traynor (Central) LLP's charging policy;
- b. Time Costs Analysis for the period from 15 August 2019 to 14 November 2019; and
- c. Cumulative Time Costs Analysis for the period from 15 August 2013 to 14 November 2019.

BEGBIES TRAYNOR CHARGING POLICY

INTRODUCTION

This note applies where a licensed insolvency practitioner in the firm is acting as an office holder of an insolvent estate and seeks creditor approval to draw remuneration on the basis of the time properly spent in dealing with the case. It also applies where further information is to be provided to creditors regarding the office holder's fees following the passing of a resolution for the office holder to be remunerated on a time cost basis. Best practice guidance¹ requires that such information should be disclosed to those who are responsible for approving remuneration.

In addition, this note applies where creditor approval is sought to make a separate charge by way of expenses or disbursements to recover the cost of facilities provided by the firm. It also applies where payments are to be made to parties other than the firm, but in relation to which the office holder, the firm or any associate has an interest. Best practice guidance² indicates that such charges should be disclosed to those who are responsible for approving the office holder's remuneration, together with an explanation of how those charges are calculated.

OFFICE HOLDER'S FEES IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

The office holder has overall responsibility for the administration of the estate. He/she will delegate tasks to members of staff. Such delegation assists the office holder as it allows him/her to deal with the more complex aspects of the case and ensures that work is being carried out at the appropriate level. There are various levels of staff that are employed by the office holder and these appear below.

The firm operates a time recording system which allows staff working on the case along with the office holder to allocate their time to the case. The time is recorded at the individual's hourly rate in force at that time which is detailed below.

EXPENSES INCURRED BY OFFICE HOLDERS IN RESPECT OF THE ADMINISTRATION OF INSOLVENT ESTATES

Best practice guidance classifies expenses into two broad categories:

- *Category 1 disbursements (approval not required)* - specific expenditure that is directly related to the case and referable to an independent external supplier's invoice. All such items are charged to the case as they are incurred.
- *Category 2 disbursements (approval required)* - items of expenditure that are directly related to the case which include an element of shared or allocated cost and are based on a reasonable method of calculation, but which are not payable to an independent third party.

(A) The following items of expenditure are charged to the case (subject to approval):

- Internal meeting room usage for the purpose of statutory meetings of creditors is charged at the rate of £100) per meeting;
- Car mileage is charged at the rate of 45 pence per mile;
- Storage of books and records (when not chargeable as a *Category 1 disbursement*) is charged on the basis that the number of standard archive boxes held in storage for a particular case bears to the total of all archive boxes for all cases in respect of the period for which the storage charge relates;

¹ Statement of Insolvency Practice 9 (SIP 9) – Remuneration of insolvency office holders in England & Wales

² Ibid 1

Expenses which should be treated as Category 2 disbursements (approval required) – in addition to the two categories referred to above, best practice guidance indicates that where payments are to be made to outside parties in which the office holder or his firm or any associate has an interest, these should be treated as Category 2 disbursements.

Services provided by other entities within the Begbies Traynor group

In addition to the services detailed above, it may become necessary to instruct Eddisons Commercial Limited to provide additional services, not currently anticipated, during the course of the case. In such circumstances and to avoid the costs associated with seeking further approval, the charges for such services will be calculated on a time costs basis at the prevailing hourly rates for their various grades of staff which are currently as follows:

Grade of staff	Charge-out rate (£ per hour)
Director	£275
Associate	£180
Surveyor	£120
Graduate	£100
Administration	£80
Porters	£35

(B) The following items of expenditure will normally be treated as general office overheads and will not be charged to the case although a charge may be made where the precise cost to the case can be determined because the item satisfies the test of a *Category 1 disbursement*:

- Telephone and facsimile
- Printing and photocopying
- Stationery

BEGBIES TRAYNOR CHARGE-OUT RATES

Begbies Traynor is a national firm. The rates charged by the various grades of staff that may work on a case are set nationally, but vary to suit local market conditions. The rates applying to the Yorkoffice as at the date of this report are as follows:

Grade of staff	Charge-out rate (£ per hour) 1 December 2018 – until further notice
Partner	495
Director	445
Senior Manager	395
Manager	345
Assistant Manager	250
Senior Administrator	225
Administrator	175
Junior Administrator	140
Support	140

Prior to 1 December 2018, the following rates applied:

Grade of staff	Charge-out rate (£ per hour)
Partner	395
Director	345
Senior Manager	310
Manager	265
Assistant Manager	205
Senior Administrator	175
Administrator	135
Junior Administrator	110
Support	60 - 110

SIP9 M & D Walls Limited formerly E - Creditors Voluntary Liquidation - 83MD013.CVL : Time Costs Analysis From 15/08/2019 To 14/11/2019

Staff Group	Costs/Partner	Director	Staff/Prgr	Yrgr	Analyst - Forensic	Snr Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average hourly rate £
General Case Administration and Planning	Case planning											0.00
	Administration							1.6	0.1	1.7	238.00	140.00
	Total for General Case Administration and Planning							1.6	0.1	1.7	238.00	140.00
												0.00
Compliance with the Insolvency Act, Rules and best practice	Appointment											0.00
	Banking and Banking						0.7		0.3	1.0	164.50	164.50
	Case Closure						2.5			2.5	437.50	175.00
	Statutory reporting and statement of affairs	1.0	3.3			1.0				5.3	2,023.50	381.79
Investigations	Total for Compliance with the Insolvency Act, Rules and best practice	1.0	3.3			1.0	3.2		0.3	8.8	2,825.50	288.36
	CODA and investigations	0.2	1.6							1.8	731.00	406.11
	Total for Investigations	0.2	1.6							1.8	731.00	406.11
												0.00
Realisation of assets	Debt collection											0.00
	Property business and asset sales											0.00
	Retention of Third/Party assets											0.00
	Total for Realisation of assets											0.00
Trading	Trading											0.00
	Total for Trading											0.00
												0.00
												0.00
Dealing with all creditors claims (including employees), correspondence and distributions	Secured											0.00
	Others											0.00
	Creditors committee											0.00
	Total for Dealing with all creditors claims (including employees), correspondence and distributions											0.00
Other matters which includes correspondence, meetings, tax, litigation, pensions and travel	Seeking decisions of creditors											0.00
	Meetings											0.00
	Other											0.00
	Tax								0.4	0.4	56.00	140.00
	Litigation											0.00
	Total for Other matters								0.4	0.4	56.00	140.00
												0.00
												0.00
	Total hours by staff grade	1.2	4.9			1.9	3.2	1.6	0.8	12.7		
	Total time cost by staff grade	94.00	1,935.50			223.00	590.00	224.00	112.00		3,856.50	
	Average hourly rate £	485.00	385.00	0.00	0.00	223.00	175.00	140.00	140.00		287.44	
	Total fees drawn to date £										863.96	

SIP9 M & D Walls Limited formerly E - Creditors Voluntary Liquidation - 83MD013.CVL : Time Costs Analysis From 15/08/2013 To 14/11/2019

Staff Grade	Consultant/Partner	Director	Sen Mgr	Mgr	Asst Mgr	Sen Admin	Admin	Jr Admin	Support	Total Hours	Time Cost £	Average hourly rate £	
General Case Administration and Planning	Case planning	8.0			5.5	0.8		5.0	3.4	0.5	23.7	8,331.00	287.13
	Administration					1.5		1.3	2.3	2.4	4.5	1,682.50	140.21
	Total for General Case Administration and Planning:	8.0	2.7		5.5	2.1		6.3	4.7	2.9	34.7	8,013.50	224.47
	Appointment	3.2						9.0					
Compliance with the Insolvency Act, Rules and best practice	Banking and Bonding												
	Case Closure					8.1				0.9			
	Statutory reporting and statement of affairs	5.2	3.3	0.5	96.5	4.7	5.0	1.0		38.9	8,871.50	240.42	
	Total for Compliance with the Insolvency Act, Rules and best practice:	8.4	3.3	0.5	24.6	13.7	16.0	1.9	3.5	72.6	15,804.00	213.69	
Investigations	CDOA and investigations	9.6	1.6		1.2	3.1				15.5	5,322.50	346.32	
	Total for investigations*	9.6	1.6		1.2	3.1				16.5	5,332.50	346.32	
	Debt collection											0.00	
	Property, business and asset sales				2.0	8.1				10.1	1,827.50	180.94	
Realisation of assets	Retention of Third/Third party assets										0.00		
	Total for Realisation of assets				2.0	8.1				10.1	1,827.50	180.94	
	Trading											0.00	
	Total for Trading:											0.00	
Dealing with all creditors claims (including employees), correspondence and distributions	Secured											0.00	
	Others			0.8	1.4	3.2				5.2	1,008.00	193.46	
	Creditors committee											0.00	
	Total for Dealing with all creditors claims (including employees), correspondence and distributions:			0.8	1.4	3.2				5.2	1,008.00	193.46	
Other matters which includes meetings, tax, litigation, pensions and travel	Seeking decisions of creditors											0.00	
	Meetings											0.00	
	Other											0.00	
	Tax						0.8		0.8	1.6	214.00	133.75	
Total for Other matters:	Litigation											0.00	
	Total for Other matters:											0.00	
	Total hours by staff grade	24.0	3.4	4.9	31.3	24.4	22.5	4.8	0.8	1.6	214.00	133.75	
	Total time cost by staff grade	6,720.00	1,172.00	1,835.80	6,418.40	5,130.00	3,165.20	585.00	1,043.00		31,917.50		
Average hourly rate £		345.00	395.00	285.00	208.00	175.20	140.89	121.86	115.32		226.65		
	Total fees drawn to date £										865.96		

STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £	Amount discharged £	Balance (to be discharged) £
Expenses incurred with entities not within the Begbies Traynor Group				
Specific Bond	Marsh Ltd <i>Category 1 Disbursement</i>	30.00	30.00	Nil
Storage Costs	Restore Plc <i>Category 1 Disbursement</i>	17.00	17.00	Nil
Statutory Advertising	Courts Advertising Ltd	4.64	4.64	Nil
Storage Costs	Paperwise Ltd <i>Category 1 Disbursement</i>	5.20	5.20	Nil
Storage Costs	Paperwise Ltd	29 70	29.70	Nil

CUMULATIVE STATEMENT OF EXPENSES

Type of expense	Name of party with whom expense incurred	Amount incurred £
Statement of Affairs Fee	Begbies Traynor (Central) LLP	4,000.00
Storage Costs	Paperwise Ltd	43.10
Company Documents	Companies House <i>Category 1 Disbursement</i>	7.00
Statutory Advertising	The Stationery Office <i>Category 1 Disbursement</i>	225.00
Bond	Marsh Ltd <i>Category 1 Disbursement</i>	50.00
Storage	Paperwise Ltd <i>Category 1 Disbursement</i>	5.20
Storage	Restore Plc <i>Category 1 Disbursement</i>	17.00
Statutory Advertising	Courts Advertising <i>Category 1 Disbursement</i>	4.64

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Presenter information

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

Contact name	Chris Cox
Company name	Begbies Traynor (Central) LLP
Address	11 Clifton Moor Business Village James Nicolson Link
Post town	Clifton Moor
County/Region	York
Postcode	Y O 3 0 4 X G
Country	
DX	york@begbies-traynor.com
Telephone	01904 479801



Checklist

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.



Important information

All information on this form will appear on the public record.



Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.



Further information

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse