

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

SATURDAY



\*A7B5QUM8\*  
28/07/2018 #49  
A21 COMPANIES HOUSE

lease  
house

### 1 Company details

Company number 3 0 3 4 4 2 1 /  
Company name in full Goldstar Fabrications Limited /

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

### 2 Liquidator's name

Full forename(s) Alan J  
Surname Clark

### 3 Liquidator's address

Building name/number Recovery House  
Street 15-17 Roebuck Road  
Post town Hainault Business Park  
County/Region Ilford, Essex  
Postcode I G 6 3 T U  
Country

### 4 Liquidator's name ①

Full forename(s)  
Surname

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

### 5 Liquidator's address ②

Building name/number  
Street  
Post town  
County/Region  
Postcode  
Country

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

LIQ03

Notice of progress report in voluntary winding up

**6** Period of progress report

From date	d	2	d	1	m	0	m	6	y	2	y	0	y	1	y	7
To date	d	2	d	0	m	0	m	6	y	2	y	0	y	1	y	8

**7** Progress report

☒ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X

*Alan C*

X

Signature date

d	2	d	6	m	0	m	7	y	2	y	0	y	1	y	8
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**Goldstar Fabrications Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs £		From 21/06/2017 To 20/06/2018 £	From 21/06/2016 To 20/06/2018 £
	<b>SECURED ASSETS</b>		
456,411.30	Book Debts	NIL	NIL
		NIL	NIL
	<b>SECURED CREDITORS</b>		
(286,086.22)	RBS Invoice Finance 11.5.2010	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
NIL	Furniture & Equipment	NIL	NIL
	Book Debts	NIL	57,478.05
4,657.00	Cash at Bank	NIL	3,065.13
	Chubb Security Refund	NIL	39.07
	Rates Refund	3,157.90	3,157.90
		3,157.90	63,740.15
	<b>COST OF REALISATIONS</b>		
	Preparation of S. of A.	NIL	5,500.00
	Office Holders Fees - Time costs	NIL	32,750.00
	Office Holders Expenses	78.11	769.52
	2020 Trustees Ltd	NIL	250.00
	Exacta Plc	947.37	947.37
	Bank Charges	54.00	109.25
		(1,079.48)	(40,326.14)
	<b>PREFERENTIAL CREDITORS</b>		
(6,268.22)	DE Arrears & Holiday Pay	9,351.24	9,351.24
(5,854.16)	Employee Arrears/Hol Pay	NIL	NIL
		(9,351.24)	(9,351.24)
	<b>UNSECURED CREDITORS</b>		
(13,625.46)	Trade & Expence	47.31	47.31
(4,976.33)	Employees	NIL	NIL
(207,844.52)	Department of Employment	798.86	798.86
(3,840.18)	Banks/Institutions	23.25	23.25
(88,126.77)	HMRC - PAYE/NIC	2,134.85	2,134.85
(85,126.44)	HMRC - VAT	NIL	NIL
(1,898,238.00)	GFM Holdings Ltd	8,855.73	8,855.73
		(11,860.00)	(11,860.00)
	<b>DISTRIBUTIONS</b>		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(2,139,018.00)</b>		<b>(19,132.82)</b>	<b>2,202.77</b>
	<b>REPRESENTED BY</b>		
	Fixed Current A/c		2,202.77
			<b>2,202.77</b>

Alan J Clark  
Liquidator



# Carter Clark

Financial Recovery

Your ref  
Our ref                GFL5016/JJ/3  
Contact                Julie Jackson  
Telephone            020 8559 5086  
Date                    26 July 2018

Recovery House  
Hainault Business Park  
15-17 Roebuck Road  
Ilford  
Essex  
IG6 3TU

**PRIVATE AND CONFIDENTIAL**  
**To All Known Creditors and Contributories**

Dear Sirs

**Goldstar Fabrications Limited - In Liquidation**  
**Company No. 3034421**

This is my report to members and creditors following the second anniversary of my appointment as Liquidator. This report should be read in conjunction with my previous progress report.

In the absence of a Liquidation Committee it falls to the creditors to approve, or reject, my request for a fee increase. I am seeking a decision by correspondence from the creditors. If you wish to vote on the decision, you must complete and return the enclosed voting form to me by no later than 23.59 on 20 August 2018, the decision date. If you have not already submitted proof of your debt, please complete the enclosed proof of debt form and return it to me, together with the relevant supporting documentation. Your vote on the decision will not count unless you have lodged proof of your debt by no later than 23.59 on 20 August 2018.

You are also invited to determine whether to form a Liquidation Committee, and a notice of invitation to form a Liquidation Committee and further instructions are enclosed. To enable you to make an informed decision as to whether you wish to either seek to form a Committee, or to nominate yourself to serve on a Committee, further information about the role of the Committee and what might be expected from its members has been prepared by R3 and can be found in the creditZone section of my firm's website at [www.carterclark.co.uk](http://www.carterclark.co.uk)

I also intend to take advantage of the new legislation provisions which means I can put future documentation relating to the liquidation on to our website and need not write to creditors to notify them that I have done so. Further information about this is set out in the enclosed notice.

The following documents are enclosed with this report:

- Notice of decisions for which approval is sought;
- Voting Form;
- Notice of invitation to form a Liquidation Committee;
- Notice under R1.50 Insolvency Rules 2016 of the use of a website to deliver further documentation and
- Proof of debt form.

**Partners**  
Gary A Carter  
Alan J Clark\*  
Philip Gautier

**Associate**  
Alistair Whipps

[www.carterclark.co.uk](http://www.carterclark.co.uk)

\*Licensed to carry out insolvency work in the UK by the Institute of Chartered Accountants in England and Wales.

If you have any queries regarding this letter, please contact Julie Jackson by email at [julie.jackson@carterclark.co.uk](mailto:julie.jackson@carterclark.co.uk), or by phone on 020 8559 5086.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Alan J Clark', with a long horizontal flourish extending to the right.

Alan J Clark  
**Liquidator**

Enc.

**Goldstar Fabrications Limited – In Creditors' Voluntary Liquidation**

**LIQUIDATOR'S PROGRESS REPORT TO CREDITORS AND MEMBERS**

**For the period 21 June 2017 to 20 June 2018**

**STATUTORY INFORMATION**

Company name: Goldstar Fabrications Limited

Registered office: Recovery House  
Hainault Business Park  
15-17 Roebuck Road  
Ilford  
Essex  
IG6 3TU

Former registered office: Haven Road  
Colchester  
Essex CO2 8HT

Registered number: 3034421

Liquidator's names: Alan J Clark

Liquidator's address: Recovery House  
15-17 Roebuck Road  
Hainault Business Park  
Ilford, Essex  
IG6 3TU

Liquidator's date of appointment: 21 June 2016

**LIQUIDATOR'S ACTIONS SINCE LAST REPORT**

Since my last report, I have provided creditors with this report and submitted by receipts and payments account to the Registrar of Companies.

Since my last no further investigation work has been undertaken.

There has been no further work undertaken in respect of the secured creditor since my last report.

The claims of all employees known to me have been processed and the information passed to the Redundancy Payments Office, who have subsequently processed the claims. Where appropriate I have provided further information to the redundancy payments office and declared and paid a dividend to preferential creditors.

Any further claims of unsecured creditors which have been notified to me since my last report have been entered on my case management system and formally adjudicated together with a dividend declared and distributed. Any queries raised by unsecured creditors have been answered either by telephone or in correspondence.

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There is certain work that I am required by the insolvency legislation to undertake work in connection with the liquidation that provides no financial benefit for the creditors. A description of the routine work undertaken since my last progress report is contained in Appendix 1.

## **RECEIPTS AND PAYMENTS**

My Receipts & Payments Account for the period from 21 June 2017 to 20 June 2018 is attached at Appendix 2.

The balance of funds are held in a non-interest bearing estate bank account.

## **ASSETS**

Since my last report it was thought that no further asset realisations would be made. However I instructed an agent who recovered a rates refund in the sum of £3,157.

### Connected party transactions

Since my last report, there have been no transactions with any connected parties.

## **LIABILITIES**

### Secured Creditors

An examination of the company's mortgage register held by the Registrar of Companies, showed National Westminster Bank plc has a fixed and floating charge as security for its debt. As anticipated no money was due to them and hence the bank balance received.

The company also granted a debenture to RBS Invoice Finance Ltd on 11 May 2010 which incorporated fixed and floating charges.

The legislation requires that if the Company has created a floating charge after 15 September 2003, a prescribed part of the Company's net property (i.e. the money that would otherwise be available to the charge holder) should be ring-fenced for distribution to unsecured creditors. Given that the charge in favour of RBS was created after 15 September 2003, the prescribed part allocation for non preferential creditors under s176A of the Insolvency Act 1986 would normally apply however in this liquidation for the reasons stated above this is not relevant.

### Preferential Creditors

The preferential creditors were estimated at £12,122 in the director's statement of affairs. To date claims of £9,351.24 have been received and agreed. As creditors will be aware, on 5 September 2017 a first and final dividend was declared to preferential creditors in the sum of 100p in the £.

### Crown Creditors

The statement of affairs included £85,126 owed to HMRC in respect of VAT and £88,127 in respect of PAYE. To date, HMRC have submitted their final claim for £457,609, which is made up of £295,384 for VAT.

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### Non-preferential unsecured Creditors

The unsecured creditors were estimated at £2,128,524 in the directors statement of affairs, this does not include HMRC as detailed above. To date 16 claims have been received and agreed, totalling £2,08,460, this does not include the employees for the estimated sum of £4,976. The increase in claims relates to the larger claims submitted by several trade creditors and the Crown.

As creditors will be aware, on 18 October 2017 a first and final dividend was declared to non-preferential creditors in the sum of 0.47p in the £.

### **DIVIDEND PROSPECTS**

There will not be any further dividends declared to non-preferential unsecured creditors as the funds held in the liquidation account would be minimal estimated at 0.0008p in the £. As I have utilised the fixed fee I am therefore requesting a resolution from creditors the balance of account for my fees in closing the administration of the liquidation. Notice of decisions for which approval is sought together with the voting form is enclosed.

### **INVESTIGATION INTO THE AFFAIRS OF THE COMPANY**

I undertook an initial investigation into the company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation, taking account of the public interest, potential recoveries, the funds likely to be available to fund an investigation, and the costs involved.

There were no matters that justified further investigation in the circumstances of this appointment.

### **PRE-APPOINTMENT REMUNERATION**

The creditors authorised the payment of a fee of £5,500 for assistance with preparing the statement of affairs and convening and holding the meeting of creditors on 21 June 2016. This sum has been paid from the realisations received.

### **LIQUIDATOR'S REMUNERATION**

My remuneration was approved on a fixed fee of £32,750 for my work in respect of administration & planning, creditors claims, asset realisations and investigations. This sum has been drawn from the realisations received.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors Guide to Liquidator's Fees' also published by R3, together with an explanatory note which shows Carter Clark's fee policy are available at the link [www.carterclark.co.uk](http://www.carterclark.co.uk). Please note that there are different versions of the Guidance Notes and in this case you should refer to the October 2015 version.



## LIQUIDATOR'S EXPENSES

Category 1 Disbursements	Cost	Basis	Incurred since last anniversary	Drawn
	£		£	£
Company searches	6.00	actual		6.00
Advertising	303.52	actual	78.11	303.52
Bordereau insurance	460.00	actual		460.00
	<u>769.52</u>		<u>78.11</u>	<u>769.52</u>

No category 2 disbursements have been incurred since my appointment.

I have used the following agents or professional advisors in the reporting period:

Professional Advisor	Nature of Work	Basis of Fees
Exacta Plc	Audit Agents	30% of realisations

The choice of professionals was based on my perception of their experience and ability to perform this type of work and the complexity and nature of the assignment. I also considered that the basis on which they will charge their fees represented value for money. I have reviewed the charges they have made and am satisfied that they are reasonable in the circumstances of this case.

The agents instructed by me, Exacta Plc, have incurred fees of £947.37 to date. This sum has been paid. My reason for instructing them in this particular matter was for their experience in obtaining rate refunds.

As previously advised I instructed advisors, 2020 Trustees Ltd, who incurred fees of £250 which was been paid. They reviewed and completed a pension report on the employees contributions. My reason for instructing, them in this particular matter was that they are experienced advisors in these insolvency matters.

## FURTHER INFORMATION

An unsecured creditor may, with the permission of the court, or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question), request further details of the liquidator's remuneration and expenses within 21 days of their receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court, or with the concurrence of 10% in value of the unsecured creditors (including the creditor in question), apply to court to challenge the amount of remuneration charged by the Liquidator as being excessive, and/or the basis of the liquidator's remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

During the course of an insolvency assignment it is inevitable that we will potentially utilise your personal data in complying with our contractual and legal obligations. The processing of personal data is regulated in the UK by the General Data Protection Regulation EU 2016/679, as supplemented by the Data Protection Act 2018, together with other laws which relate to privacy and electronic communications. In this clause, we refer to these laws as "Data Protection Law". In providing our services, we act as an independent controller and are, therefore, responsible for complying with Data Protection Law in respect of any personal data we process in providing our services to the Company. Our privacy statement, can be accessed at [www.carterclark.co.uk](http://www.carterclark.co.uk), explains how we process personal data. Terms used in this clause bear the same meanings as are ascribed to them in Data Protection Law.

To comply with the Provision of Services Regulations, some general information about Carter Clark can be found at [www.carterclark.co.uk](http://www.carterclark.co.uk).

## **SUMMARY**

The Liquidation will remain open until I have obtained clearance from the government departments. I estimate that this will take approximately three to six months and once resolved the Liquidation will be finalised and my files will be closed.

If creditors have any queries regarding the conduct of the liquidation, or if they want hard copies of any of the documents made available on-line, they should contact Julie Jackson by email at [julie.jackson@carterclark.co.uk](mailto:julie.jackson@carterclark.co.uk), or by phone on 020 8559 5086.

Yours faithfully  
For and on behalf of  
Goldstar Fabrications Limited

A J Clark  
**Liquidator**

## **Appendix 1**

### **Administration**

- Dealing with all routine correspondence and emails relating to the case.
- Opening, maintaining and managing the office holder's estate bank account.
- Creating, maintaining and managing the office holder's cashbook.
- Undertaking regular bank reconciliations of the bank account containing estate funds.
- Reviewing the adequacy of the specific penalty bond on a quarterly basis.
- Undertaking periodic reviews of the progress of the case.
- Overseeing and controlling the work done on the case by case administrators.
- Preparing, reviewing and issuing annual progress reports to creditors and members.
- Filing returns at Companies House.
- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.

### **Creditors**

- Liaising with the Redundancy Payments Office regarding employee claims.
- Dealing with creditor correspondence, emails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.
- Issuing a notice of intended dividend and placing an appropriate gazette notice.
- Reviewing proofs of debt received from creditors, adjudicating on them and formally admitting them for the payment of a dividend.
- Requesting additional information from creditors in support of their proofs of debt in order to adjudicate on their claims.
- Calculating and paying a dividend to creditors, and issuing the notice of declaration of dividend.

### **Realisation of assets**

- Instructing agents to value and obtain a rates refund.

**Goldstar Fabrications Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs £		From 21/06/2017 To 20/06/2018 £	From 21/06/2016 To 20/06/2018 £
	<b>SECURED ASSETS</b>		
456,411.30	Book Debts	NIL	NIL
		NIL	NIL
	<b>SECURED CREDITORS</b>		
(286,086.22)	RBS Invoice Finance 11.5.2010	NIL	NIL
		NIL	NIL
	<b>ASSET REALISATIONS</b>		
NIL	Furniture & Equipment	NIL	NIL
	Book Debts	NIL	57,478.05
4,657.00	Cash at Bank	NIL	3,065.13
	Chubb Security Refund	NIL	39.07
	Rates Refund	3,157.90	3,157.90
		3,157.90	63,740.15
	<b>COST OF REALISATIONS</b>		
	Preparation of S. of A.	NIL	5,500.00
	Office Holders Fees - Time costs	NIL	32,750.00
	Office Holders Expenses	78.11	769.52
	2020 Trustees Ltd	NIL	250.00
	Exacta Plc	947.37	947.37
	Bank Charges	54.00	109.25
		(1,079.48)	(40,326.14)
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(5,854.16)	Employee Arrears/Hol Pay	NIL	NIL
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(88,126.77)	HMRC - PAYE/NIC	2,134.85	2,134.85
(85,126.44)	HMRC - VAT	NIL	NIL
(1,898,238.00)	GFM Holdings Ltd	8,855.73	8,855.73
		(11,860.00)	(11,860.00)
	<b>DISTRIBUTIONS</b>		
(100.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(2,139,018.00)</b>		<b>(19,132.82)</b>	<b>2,202.77</b>
	<b>REPRESENTED BY</b>		
	Fixed Current A/c		2,202.77
			<b>2,202.77</b>

Alan J Clark  
Liquidator

## **Notice of decisions by correspondence**

### **GOLDSTAR FABRICATIONS LIMITED In Creditors' Voluntary Liquidation**

**(Company Number 3034421)**

**NOTICE IS GIVEN** by Alan J Clark to the creditors of Goldstar Fabrications Limited that set out below is a resolution for your consideration under rule 18.16 of The Insolvency (England and Wales) Rules 2016. Please complete the voting section below indicating whether you are in favour or against the following decision:

- i) That the liquidator fee be increased to a further £2,200 on a fixed fee basis plus VAT and disbursements, for the closing administration procedure of the liquidation.

**The final date for votes is 20 August 2018, the decision date.**

1. In order for their votes to be counted creditors must submit to me their completed voting form so that it is received at Carter Clark, Recovery House, 15-17 Roebuck Road, Hainault Business Park, Ilford, Essex, IG6 3TU by no later than 23.59 hours on 20 August 2018. It must be accompanied by proof of their debt, (if not already lodged). Failure to do so will lead to their vote being disregarded.
2. Creditors must lodge proof of their debt (if not already lodged) at the offices of Alan J Clark by no later than 23.59 on 20 August 2018, without which their vote will be invalid.
3. Creditors with claims of £1,000 or less must have lodged proof of their debt for their vote to be valid.
4. Any creditors who have previously opted out from receiving documents in respect of the insolvency proceedings are entitled to vote on the decision(s) provided they have lodged proof of their debt.
5. Creditors may, within 5 business days of delivery of this notice to them, request a physical meeting of creditors be held to determine the outcome of the decision(s) above. Any request for a physical meeting must be accompanied by valid proof of their debt (if not already lodged). A meeting will be convened if creditors requesting a meeting represent a minimum of 10% in value or 10% in number of creditors or simply 10 creditors, where "creditors" means "all creditors."
6. Creditors have the right to appeal the decision made by applying to Court under Rule 15.35 within 21 days of 20 August 2018, the decision date.

Creditors requiring further information regarding the above, should either contact me at Recovery House, 15-17 Roebuck Road, Hainault Business Park, Ilford, Essex, IG6 3TU, or contact Julie Jackson by telephone on 020 8524 1447, or by email at [julie.jackson@carterclark.co.uk](mailto:julie.jackson@carterclark.co.uk).

DATED THIS 26TH DAY OF JULY 2018

Alan J Clark  
**Liquidator**

**GOLDSTAR FABRICATIONS LIMITED - In Creditors' Voluntary Liquidation**

**(Company Number 3034421)**

**Voting on Decision**

- i) That the liquidator fee be increased to a further £2,200 on a fixed fee basis plus VAT and disbursements, for the closing administration procedure of the liquidation.

For / Against

**TO BE COMPLETED BY CREDITOR WHEN RETURNING FORM:**

Name of creditor: \_\_\_\_\_

Signature of  
creditor: \_\_\_\_\_

(Complete the following if signing on behalf of creditor, e.g. director/solicitor)

Capacity in which  
signing document: \_\_\_\_\_

Dated \_\_\_\_\_

## **Notice of invitation to form a Liquidation Committee**

### **GOLDSTAR FABRICATIONS LIMITED - In Creditors' Voluntary Liquidation**

**(Company Number 3034421)**

**NOTICE IS GIVEN** by Alan J Clark to the creditors of Goldstar Fabrications Limited of an invitation to form a Liquidation Committee under rule 6.19 of The Insolvency (England and Wales) Rules 2016.

1. Creditors are invited to determine whether a Liquidation Committee should be established.
2. A Committee may be formed if a minimum of 3 and a maximum of 5 creditors are willing to become members.
3. Nominations can only be accepted for a creditor to become a member of the Committee if they are an unsecured creditor and have lodged a proof of their debt that has not been disallowed for voting or dividend purposes.
4. Please complete the section below, and include the name and address of any person you wish to nominate to act as a member of the Committee. The completed document should be returned to Recovery House, 15-17 Roebuck Road, Hainault Business Park, Ilford, Essex, IG6 3TU so that it is received by no later than 23.59 on 20 August 2018, the decision date.

**The final date for the decision about the formation of a Committee and for nominations for members of the Committee is 20 August 2018, the decision date.**

**DATED THIS 26TH DAY OF JULY 2018**

**Alan J Clark**  
**Liquidator**

**Voting on Resolution**

1. That a Liquidation Committee should be established.

For/Against

I wish to nominate the following creditor to act as a member of the committee:

Name of nominated creditor \_\_\_\_\_

TO BE COMPLETED BY CREDITOR WHEN RETURNING FORM:

Name of creditor: \_\_\_\_\_

Signature of creditor: \_\_\_\_\_

(Complete the following if signing on behalf of creditor, e.g. director/solicitor)

Capacity in which signing document: \_\_\_\_\_

Dated \_\_\_\_\_



## **Notice of use of website to deliver future documents**

### **GOLDSTAR FABRICATIONS LIMITED - IN CREDITORS' VOLUNTARY LIQUIDATION**

**Company Number 3034421**

Notice is given that under rule 1.50 of The Insolvency (England and Wales) Rules 2016, future documentation from the date of this notice, relating to the insolvency of the above will be made available on the Turnkey Insolvency Portal at [www.ips-docs.com](http://www.ips-docs.com)

1. Future documentation will be made available for viewing and downloading at [www.ips-docs.com](http://www.ips-docs.com) using the Case Code GFL5016 and the Password: 665852791, without further notice to creditors.
2. The Liquidator is not obliged to deliver any particular document to any person unless it is specifically requested.
3. Hard copies of all documents currently available on the website and all future documents which may be made available on the website can be requested by telephone on 020 8524 1447, or by email at [recovery@carterclark.co.uk](mailto:recovery@carterclark.co.uk) or in writing at Recovery House, 15-17 Roebuck Road, Hainault Business Park, Ilford, Essex, IG6 3TU.
4. This notice does not apply to the following circumstances:
  - i) Documents where personal delivery is required
  - ii) A notice of intention to declare a dividend
  - iii) Documents that are not being delivered generally, i.e. where they are only be sent to one or a small number of a particular class of members or creditors

Creditors requiring further information regarding the above, should either contact me at Recovery House, 15-17 Roebuck Road, Hainault Business Park, Ilford, Essex, IG6 3TU, or contact Julie Jackson by telephone on 020 8559 5086, or by email at [julie.jackson@carterclark.co.uk](mailto:julie.jackson@carterclark.co.uk).

Signed \_\_\_\_\_  
Alan J Clark, Liquidator

Dated 26 July 2018 \_\_\_\_\_

**PROOF OF DEBT - GENERAL FORM**

<b>Goldstar Fabrications Limited</b>	
Date of Resolution for voluntary winding up 21 June 2016	
1.	Name of Creditor (If a company please also give company registration number)
2.	Address of Creditor for correspondence
3.	Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the date the company went into liquidation (see note)
4.	Details of any documents by reference to which the debt can be substantiated. [Note there is no need to attach them now but the liquidator may call for any document or evidence to substantiate the claim at his discretion as may the chairman or convenor of any meeting]
5.	If amount in 3 above includes outstanding uncapitalised interest please state amount £
6.	Particulars of how and when debt incurred (If you need more space append a continuation sheet to this form)
7.	Particulars of any security held, the value of the security, and the date it was given.
8.	Particulars of any reservation of title claimed in respect of goods supplied to which the claim relates.
9.	Signature of creditor or person authorised to act on his behalf
	Name in BLOCK LETTERS
	Position with or in relation to creditor
	Address of person signing (if different from 2 above)
Admitted to vote for	Admitted for dividend for
£	£
Date	Date
Liquidator	Liquidator