

The Insolvency Act 1986

Liquidator's Progress
ReportPursuant to section 192 of the
Insolvency Act 1986

To the Registrar of Companies

S.192

For official use

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Company Number

03434648

Name of Company

(a) Insert full name of
company

(a) Bates Investment Services Limited

(b) Insert full name(s) and
address(es)

We, (b) Patrick Brazzill, Benjamin Cairns and Craig Lewis
Ernst & Young LLP
1 More London Place, London, SE1 2AF

the liquidator(s) of the company attach a copy of our Progress Report under section 192 of
the Insolvency Act 1986

Signed

P Brazzill

Date

20 August 2015Presenter's name,
address and reference
(if any)

For Official Use

SATURDAY



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22/08/2015

#381

COMPANIES HOUSE

To the Member and all known Creditors

20 August 2015

Ref ML7E/DB/AS/PJB/LO5058

Direct line 020 7951 5814
Direct fax 020 7951 9234
Daniel Butcher

Email aslade@uk.ey.com

Dear Sirs

**Bates Investment Services Limited
(In Creditors' Voluntary Liquidation) ("the Company")**

As you will be aware, the Company moved from Administration to Creditors' Voluntary Liquidation on 22 June 2010 when notice was registered at Companies House. Thomas Burton, Craig Lewis and I were appointed as Joint Liquidators of the Company, pursuant to paragraph 83 of Schedule B1 to the Insolvency Act 1986. Thomas Burton subsequently resigned as a Joint Liquidator and was replaced by Benjamin Cairns by a court order on 17 June 2013.

We now write to provide you with our report on the progress of the liquidation for the fifth year of the liquidation from 22 June 2014 to 21 June 2015. This report should be read in conjunction with our previous reports.

Receipts and Payments

Details of material receipts and payments for the period are set out below. A copy of the Joint Liquidators' Receipts and Payments account for the period can be found at Appendix B.

Receipts

Bank interest

During the period, bank interest of £13,067 has been earned on funds held in the liquidation bank account.

Payments

Legal Fees

You will recall from our previous reports that we had engaged solicitors, Speechly Bircham LLP, to provide advice in connection with former client claims assigned to the Financial Services Compensation Scheme ("FSCS") as a result of payment of compensation to former clients by the FSCS, and to advise on matters relating to claims under the Company's professional indemnity insurance. Speechly Bircham (now Charles Russell Speechlys) have continued to advise the Liquidators on these matters and legal fees of £10,738 have been paid in the period in respect of this advice.

Corporation tax

A corporation tax liability of £3,591 for the period 22 June 2013 to 21 June 2014 has been duly settled during the period

Liquidators' fees

Joint Liquidators' fees of £320,611 have been paid during the period in respect of time costs incurred for the period 22 February 2014 to 17 April 2015. These fees have been drawn in accordance with Resolution 4, previously passed by the creditors, which can be found in our report dated 18 August 2011. Further information regarding the Joint Liquidators' remuneration is given later in this report, including details of the costs incurred in the period.

Liquidators' Expenses

Joint Liquidators' expenses of £2,301 were settled during the period in accordance with Resolution 3 previously passed by the creditors, which again, can be found in our report dated 18 August 2011.

Input VAT

During the period, £68,382 of input VAT has been reclaimed. Future input VAT is expected to be fully recoverable.

Professional Fees

As you will be aware from our previous reports, immediately after the appointment of the Administrators on 22 June 2009, the business of the Company was sold to Honister Partners Limited ("HPL"). HPL retained all client files to the order of the Joint Liquidators of the Company under the terms of the sale. HPL was itself placed into Administration on 11 July 2012 with Nigel Morrison, Alistair Wardell and Richard White of Grant Thornton appointed as Administrators. The Administrators of HPL subsequently sold certain assets to MacRobins Limited ("MacRobins"), resulting in the client files being transferred to MacRobins.

The Joint Liquidators have previously reached agreement with HPL, and subsequently MacRobins, for assistance in the tracing and retrieval of client files to ensure that these are available for claim adjudication. MacRobins are continuing to provide this support and fees of £6,225 have been paid to MacRobins for their services during the period.

Other matters

1. Asset realisations

The only remaining known asset to be realised in the liquidation is the refund of current and future input VAT incurred in the liquidation. The Liquidators will continue to realise this where possible.

2. Adjudicating trade and expense creditor claims

During the year, the Joint Liquidators and their staff have continued to adjudicate claims made against the Company by trade and expense creditors.

The Statement of Affairs, signed by the directors of the Company, indicated a total of 83 trade and expense creditors, with a total claim in excess of £4.4m. We have written to all of these creditors but many have not yet responded. To date, we have agreed 11 claims against the Company, totalling £980,559.



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3. Complaints from former clients

You will recall from previous reports that as the Company is in Creditors' Voluntary Liquidation, any claims received by the Joint Liquidators from former clients, are passed to the FSCS as the Company has been declared as "in default". The FSCS is an independent body set up to compensate clients of authorised financial services firms in the event that the firm has failed and is unable, or likely to be unable, to pay valid claims against it.

Where the FSCS has upheld a complaint and considers that there is a valid claim, and it has made a compensation payment to the client (subject to certain regulatory limits), the FSCS is entitled to claim in the liquidation as an unsecured creditor of the Company in place of the client. The FSCS will then be entitled to participate in any dividend to unsecured creditors in the liquidation.

Since our previous report, we have continued to receive further complaints directly from clients regarding advice provided by independent financial advisors that were contracted by the Company, totalling 169 in the liquidation to date. We have responded to all complaints as well as forwarding each new complaint to the FSCS for their review, providing them with client files and further information where possible. The FSCS has also continued to receive complaints directly from clients, and it has in turn been seeking our assistance in tracing the relevant client files.

During the year, we have provided in excess of 100 client files to the FSCS. This involves requesting the client files from MacRobins and reviewing the contents of each file, and where necessary redacting it, to ensure Data Protection Principles are observed.

Additionally, we have received a number of formal Subject Access Requests directly from former clients of the Company for their client files to be provided. Again, all files need to be reviewed and redacted to ensure Data Protection Principles are observed.

The FSCS has received 830 individual claims for compensation to date.

Based upon the FSCS' most recent schedule, the FSCS has agreed 334 of the claims it has received, totalling £10,504,912, and rejected 248, with the remaining 248 currently being processed.

A small number of these claims are covered by professional indemnity insurance and we understand that this is being discussed between the FSCS and the former insurers of the Company.

It is not yet clear what the final FSCS claim in the liquidation will ultimately be. Any claim submitted by the FSCS will be adjudicated by the Joint Liquidators in due course.

If you have a complaint and you have contacted the former Joint Administrators or Joint Liquidators, your details will have already been passed to the FSCS, who should have contacted, or will contact you directly to provide the necessary forms to register your complaint. If you have not received these forms or you have a query regarding the procedure for processing your complaint, you should contact the FSCS directly on 0800 678 1100.

Should you have a claim against the Company but have not previously submitted a claim to the Liquidators, please complete the enclosed Proof of Debt form and return it to this office, for the attention of Daniel Butcher, as soon as possible.



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Please note that if you have already submitted a claim in the liquidation, it is not necessary to provide further details unless specifically requested.

Furthermore, if you have made a claim to the FSCS and have received compensation, you need not take any further action, as your claim has been assigned to the FSCS

4. Complaints rejected by the FSCS

If you have submitted a claim to the FSCS which has subsequently been rejected, then you have the option to submit your claim to the Liquidators of the company, who will adjudicate your claim separately. The Joint Liquidators have a different set of criteria for the adjudication of a claim and as such they may uphold your claim where the FSCS have rejected it.

Should you wish to submit your claim to the Liquidators, please complete the attached Proof of Debt Form 4.25 and return it to this office for the attention of Daniel Butcher.

Please ensure you include documentary evidence, where possible, including relevant calculations, to quantify the loss you believe you have suffered as a result of the advice received from the Company.

You may have previously provided this documentary evidence to the FSCS. However, for reasons of confidentiality, the FSCS is unable to provide the Liquidators with details of, or documentation in relation to, your claim, including any documentation which you may have provided to it, without a signed consent form from you.

I have enclosed a consent form which you should complete and return with your Proof of Debt Form if you want the FSCS to release these documents to the Joint Liquidators.

On 5 March 2015, the Joint Liquidators wrote to 216 complainants where the FSCS has rejected their claims, to advise them that they can submit their claim directly to the Joint Liquidators.

To date, 40 claims have been received from those complainants, which are currently being adjudicated. In respect of a number of these claims, further information will be requested of the FSCS.

5. Possible rights of action

The Liquidators are currently obtaining legal advice on possible rights of action that they may have.

Joint Liquidators' Remuneration

As previously reported, at the meeting held on 23 June 2011 the creditors resolved that the Liquidators' remuneration be fixed by reference to the time properly given by the liquidators and their staff in attending to matters arising in the winding up and that the liquidators may draw their remuneration and disbursements on account during the course of the liquidation.

In accordance with Statement of Insolvency Practice No 9, please find enclosed the following information relating to Liquidators' fees -

Appendix B	A summary of Receipts and Payments for the period 22 June 2014 to 21 June 2015 and from the commencement of the liquidation,
Appendix C	A summary of time spent by the Joint Liquidators and their staff in the period since commencement of the liquidation on 22 June 2010 to 21 June 2015,
Appendix D	A summary of time spent by the Joint Liquidators and their staff in the current reporting period from 22 June 2014 to 21 June 2015,
Appendix E	A summary of work carried out by the Joint Liquidators and their staff in the period,
Appendix F	A summary of our policy in relation to charging time and disbursements
Appendix G	Creditors' rights to further information about, and challenge remuneration and expenses

A copy of the "Creditors Guide to Liquidators' Fees" issued by the Association of Business Recovery Professionals, which sets out provisions relating to Liquidators' fees, is available from us free on request, or can be accessed at www.r3.org.uk

Estimated outcome for creditors

The purpose of the liquidation is to realise the remaining assets, adjudicate unsecured creditor claims and distribute the balance of the funds to creditors, after allowing for the costs and expenses of the liquidation. We are in the process of adjudicating creditors' claims, along with an initial claim from the FSCS for a proportion of the claims received. We expect a final substantive claim from the FSCS in due course.

It is anticipated that there will be sufficient funds to make a small distribution to unsecured creditors whose claims are agreed by the Joint Liquidators. The FSCS is continuing to receive new claims for compensation in respect of alleged negligent advice and, as such, the total level of claims against the Company continues to increase.

At this stage it is expected that this distribution will be less than 30p in the £, but the exact quantum and timing remains unknown and will depend upon further realisations, the amount of claims received and the time it takes to adjudicate and agree them.

Creditors' rights to further information about, and challenge, remuneration and expenses

In certain circumstances, creditors are entitled to request further information about our remuneration or expenses, or to apply to court if creditors consider the costs to be excessive. Further information is provided in Appendix G.



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If you have any questions or wish to discuss the contents of this report, please contact Daniel Butcher on 020 7951 5814

Yours faithfully
for Bates Investment Services Limited

A handwritten signature in black ink, appearing to read 'P J Brazzill'.

P J Brazzill
Joint Liquidator

P J Brazzill is licensed in the United Kingdom to act as an Insolvency Practitioner by the Insolvency Practitioners Association C A Lewis and B T Cairns are licensed in the United Kingdom to act as Insolvency Practitioners by the Institute of Chartered Accountants in England and Wales

We may collect, use, transfer, store or otherwise process (collectively, "Process") information that can be linked to specific individuals ("Personal Data") We may Process Personal Data in various jurisdictions in accordance with applicable law and professional regulations including (without limitation) the Data Protection Act 1998

**Bates Investment Services Limited
(In Creditors' Voluntary Liquidation) ("the Company")**

Information about the company and the liquidators

Registered office address of the company	1 More London Place, SE1 2AF
Registered number	02136204
Full names of the liquidators	Patrick Joseph Brazzill Craig Anthony Lewis Benjamin Thom Cairns
Liquidators' address	Ernst & Young LLP 1 More London Place London SE1 2AF
Date of appointment of the Joint Liquidators	22 June 2010
Details of any changes of liquidator	Replacement of Thomas Merchant Burton with Benjamin Thom Cairns with effect from 17 June 2013

Bates Investment Services Limited (In Creditors' Voluntary Liquidation)
Receipts & Payments schedule for the period
22 June 2010 to 21 June 2015

	Previous Liquidation Periods to 21 June 2014	Current Reporting Period 22 June 2014 to 21 June 2015	Total
	£	£	£
Receipts			
Cash taken over	4,240,322	-	4,240,322
Rates refunds	41,053	-	41,053
VAT refund from Administration period	37,929	-	37,929
Professional fees refund	2,671	-	2,671
Bank interest received	85,228	13,067	98,295
	<u>4,407,203</u>	<u>13,067</u>	<u>4,420,270</u>
Payments			
Rates refunds due to HPL	(12,643)	-	(12,643)
Legal fees	(211,678)	(10,738)	(222,416)
Agents fees	(11,233)	-	(11,233)
Professional fees	(4,675)	(6,225)	(10,900)
Corporation tax	(25,848)	(3,591)	(29,439)
Liquidators' fees	(756,388)	(320,611)	(1,076,999)
Liquidators' expenses	(2,515)	(2,301)	(4,816)
Bank charges	(56)	(17)	(73)
Input VAT recoverable	(407)	407	-
	<u>(1,025,443)</u>	<u>(332,338)</u>	<u>(1,368,519)</u>
Cash at bank	<u><u>3,381,760</u></u>		<u><u>3,051,751</u></u>

Bates Investment Services Limited (In Liquidation)
SIP9 Analysis for the period 22 June 2010 to 21 June 2015

Classification of work function	Partner / Director	Manager	Other Senior Professionals	Assistants & Support	Total hours this reporting period	Average Hourly Rate	Time Costs for period 22/06/2010 to 21/06/2015
Accounting and Administration	88	1362	2151	1803	5404	31171	168,45034
Bank & Statutory Reporting	193	418	298	16	925	48476	44,84000
Creditors	778	5607	9048	2406	1,7839	36267	646,95900
Debtors	25	02	04	43	74	37270	2,75800
Employee Matters	75	15			90	73956	6,65600
Immediate Tasks	10	42	620		672	29769	20,00450
Investigation/CDDA	91	1000		26	1117	47894	53,49800
Job Acceptance & Strategy	10	22			32	53625	1,71600
Legal Issues	678	572	27		1277	61014	77,91500
Members			05	16	21	17643	37050
Other Assets		122	10	05	137	42901	5,87750
Other Matters		30			30	46567	1,39700
Property		92	28	107	227	28919	6,56450
Statutory Duties	03	519	30	294	846	36537	30,91000
VAT & Taxation	01	325	193	224	743	38986	28,96656
Grand Total	1952	1,0128	1,2414	4940	2,9434	37266	1,096,88290

Hours engagement to date	1952	1,0128	1,2414	4940	2,94340
Average Hourly rates	77100	48344	30032	16991	37266
Time costs engagement to date	150,49850	489,62950	372,82110	83,93380	1,096,88290

Chargeout Rates

Grade	2009/2010 (£)	2010/2011 (£)	2011/2012 (£)	2012/2013 (£)	2013/2014 (£)	2014/2015 (£)
Partner/Director						
Partner	700	735	770	810	850	895
Executive Director	670	705	740	775	815	855
Director	635	665	700	735	770	810
Manager						
Assistant Director	490	515	540	565	595	625
Senior Executive	360	380	400	420	440	460
Executive	265	280	295	310	325	340
Assistant Executives	205	215	225	235	295	310
Business Trainee	145	150	160	170	180	190
Accounting & Treasury Executives	195	205	215	225	235	240

Bates Investment Services Limited (In Liquidation)
SIP9 Analysis for the period 22 June 2014 to 21 June 2015

Classification of work function	Partner / Director	Manager	Other Senior Professionals	Assistants & Support	Total hours this reporting period	Average Hourly Rate	Time Costs for period 22/06/2014 to 21/06/2015
Accounting and Administration	13	214	920	287	1434	334 35	47,945 63
Bank & Statutory Reporting	23	54	252		329	409 53	13,473 50
Creditors	299	1166	4306	137	5908	380 74	224,940 00
Investigation/CDDA		83			83	625 00	5,187 50
Statutory Duties	01	13		09	23	433 26	996 50
VAT & Taxation		12	30	22	64	329 22	2,107 00
Grand Total	336	1542	5508	455	7841	375 78	294,650 13

Hours engagement to date	336	1542	5508	455	78410
Average Hourly rates	853 78	528 35	315 92	230 42	375 78
Time costs engagement to date	28,687 00	81,471 50	174,007 63	10,484 00	294,650 13

Grade	2013/2014 (£)	2014/2015 (£)
Partner/Director		
Partner	850	895
Executive Director	815	855
Director	770	810
Manager		
Assistant Director	595	625
Senior Executive	440	460
Other Senior Professionals		
Executive	325	340
Assistant Executives	295	310
Assistants and Support		
Business Trainee	180	190
Accounting & Treasury Executives	235	240

**Bates Investment Services Limited
(In Creditors' Voluntary Liquidation) ("the Company")**

Summary of work undertaken in the period 22 June 2014 to 21 June 2015

- Compliance with Liquidators' statutory duties in accordance with the Insolvency Act and Rules 1986
- Preparation and filing of VAT returns and recovery of VAT
- Preparation and filing of corporation tax returns and settlement of tax due
- Responding to all complaints from former customers against the Company (169 received in the liquidation to date)
- Forwarding all customer complaints to the Financial Services Compensation Scheme for their review Corresponding with FSCS in respect of client file requests and in respect of their adjudication process for complaints received against the Company
- Corresponding with the FSCS and lawyers in connection with the initial claim by the FSCS against the Company, and claims under the Company's professional indemnity insurance
- Liaising with MacRobins regarding the tracing of client files for the provision of information to the FSCS and its advisors and reviewing the files recovered Continuing to deal with those complaints that were received whilst the Company was in administration as well as those that were received before the administration
- Corresponding with lawyers and obtaining legal advice on possible rights of action that might be considered
- Adjudication of trade and expense creditor claims
- Review and adjudication of FSCS rejected complainants,
- Conduct of proceedings against the Company and arranging for settlement
- Treasury functions
- General administration of the liquidation

Bates Investment Services Limited (In Creditors' Voluntary Liquidation)

Statement of the Joint Liquidators' Charging Policy on Remuneration and Disbursements

Remuneration

The Joint Liquidators have engaged managers and other staff to work on the liquidation. The work required is delegated to the most appropriate level of staff taking account of the nature of the work and the individual's experience. Additional assistance is provided by accounting and treasury executives dealing with the company's bank accounts and statutory compliance diaries. Work carried out by all staff is subject to the overall supervision of the Joint Liquidators.

All time spent by staff working directly on case-related matters is charged to a time code established for the case. Each member of staff has a specific hourly rate, which is subject to change over time. The current hourly rate for each category of staff is shown in the tables in appendices C and D.

Disbursements

Statement of Insolvency Practice No. 9 divides disbursements into two categories.

Category 1 disbursements are defined as specific expenditure relating to the administration of the insolvent's affairs and referable to payment to an independent third party. Such disbursements can be paid from the insolvent's assets without approval from the liquidation Committee or the general body of creditors. In line with Statement of Insolvency Practice No. 9, it is our policy to disclose Category 1 disbursements drawn but not to seek approval for their payment. We are prepared to provide such additional information as may reasonably be required to support the disbursements drawn.

Category 2 disbursements are charges made by the office holder's firm that include elements of shared or overhead costs. Statement of Insolvency Practice No. 9 provides that such disbursements are subject to approval as if they were remuneration.

It is our policy, in line with the Statement, to seek approval for Category 2 disbursements before they are drawn.

Payments to other professionals

The Joint Liquidators will engage other professionals to assist them. They will be chosen on the basis of their experience in similar assignments.

Creditors' rights to request further information about remuneration or expenses or to challenge a liquidator's remuneration – Rules 4.49E and 4.131 of the Insolvency Rules 1986 (as amended)

4 49E Creditors' and members' request for further information

(1) If—

- (a) within the period mentioned in paragraph (2)—
 - (i) a secured creditor, or
 - (ii) an unsecured creditor with the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question), or
 - (iii) members of the company in a members' voluntary winding up with at least 5% of the total voting rights of all the members having the right to vote at general meetings of the company, or
- (b) with the permission of the court upon an application made within the period mentioned in paragraph (2)—
 - (i) any unsecured creditor, or
 - (ii) any member of the company in a members' voluntary winding up,

makes a request in writing to the liquidator for further information about remuneration or expenses set out in a progress report in accordance with Rule 4 49B(1)(e) or (f) (including by virtue of Rule 4 49C(5)) or in a draft report under Rule 4 49D, the liquidator must, within 14 days of receipt of the request, comply with paragraph (3) except to the extent that the request is in respect of matter in a draft report under Rule 4 49D or a progress report required by Rule 4 108 which (in either case) was previously included in a progress report not required by Rule 4 108

(2) The period referred to in paragraph (1)(a) and (b) is—

- (a) 7 business days of receipt (by the last of them in the case of an application by more than one member) of the progress report where it is required by Rule 4 108, and
- (b) 21 days of receipt (by the last of them in the case of an application by more than one member) of the report or draft report in any other case

(3) The liquidator complies with this paragraph by either—

- (a) providing all of the information asked for, or
- (b) so far as the liquidator considers that—
 - (i) the time or cost of preparation of the information would be excessive, or
 - (ii) disclosure of the information would be prejudicial to the conduct of the liquidation or might reasonably be expected to lead to violence against any person, or
 - (iii) the liquidator is subject to an obligation of confidentiality in respect of the information,
 giving reasons for not providing all of the information

- (4) Any creditor, and any member of the company in a members' voluntary winding up, who need not be the same as the creditors or members who asked for the information, may apply to the court within 21 days of—
- (a) the giving by the liquidator of reasons for not providing all of the information asked for, or
 - (b) the expiry of the 14 days provided for in paragraph (1),
- and the court may make such order as it thinks just
- (5) Without prejudice to the generality of paragraph (4), the order of the court under that paragraph may extend the period of 8 weeks or, as the case may be, 4 weeks provided for in Rule 4 131(1B) or 4 148C(2) by such further period as the court thinks just
- (6) This Rule does not apply where the liquidator is the official receiver

4 131 — Creditors' claim that remuneration is [or other expenses are] excessive

[(1) Any secured creditor, or any unsecured creditor with either the concurrence of at least 10% in value of the creditors (including that creditor) or the permission of the court, may apply to the court for one or more of the orders in paragraph (4)

(1A) Application may be made on the grounds that—

- (a) the remuneration charged by the liquidator,
- (b) the basis fixed for the liquidator's remuneration under Rule 4 127, or
- (c) expenses incurred by the liquidator,

is or are, in all the circumstances, excessive or, in the case of an application under sub-paragraph (b), inappropriate

(1B) The application must, subject to any order of the court under Rule 4 49E(5), be made no later than 8 weeks (or, in a case falling within Rule 4 108, 4 weeks) after receipt by the applicant of the progress report, or the draft report under Rule 4 49D, which first reports the charging of the remuneration or the incurring of the expenses in question ("the relevant report")

(2) The court may, if it thinks that no sufficient cause is shown for a reduction, dismiss the application, but it shall not do so unless the applicant has had an opportunity to attend the court for [a] hearing, of which he has been given at least [5 business] [but which is without notice to any other party]

If the application is not dismissed under this paragraph, the court shall fix a venue for it to be heard, and give notice to the applicant accordingly

(3) The applicant shall, at least 14 days before the hearing, send to the liquidator a notice stating the venue and accompanied by a copy of the application, and of any evidence which the applicant intends to adduce in support of it

(4) If the court considers the application to be well-founded, it must make one or more of the following orders—

- (a) an order reducing the amount of remuneration which the liquidator was entitled to charge,
- (b) an order fixing the basis of remuneration at a reduced rate or amount,

(c) an order changing the basis of remuneration,

(d) an order that some or all of the remuneration or expenses in question be treated as not being expenses of the liquidation,

(e) an order that the liquidator or the liquidator's personal representative pay to the company the amount of the excess of remuneration or expenses or such part of the excess as the court may specify,
and may make any other order that it thinks just, but an order under sub-paragraph (b) or (c) may be made only in respect of periods after the period covered by the relevant report]

(5) Unless the court orders otherwise, the costs of the application shall be paid by the applicant, and are not payable [as an expense of the liquidation]

Proof of Debt - General Form
Bates Investment Services Limited (In Creditors' Voluntary Liquidation)

Date of Administration - 22 June 2009, Date of voluntary winding-up - 22 June 2010

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	£
4	Details of any document 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 relation to creditor	
	Address of person signing (if different from 2 above)	
	Admitted to vote for	Admitted for dividend for
	£	£
	Date	Date
	Liquidator	Liquidator

Bates Investment Services Limited (In Creditors' Voluntary Liquidation)
("the Company")

I _____ have submitted a claim against the Company

I understand that the Financial Services Compensation Scheme ("FSCS") may hold documentation relevant to my claim

I hereby authorise the FSCS to release any documentation (which may include my name, contact details, bank details, and any other data held by the FSCS in respect of my financial affairs) to the Joint Liquidators of the Company for the purpose of adjudicating my claim

Signed _____

Name _____

Date _____