

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

THURSDAY



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23/01/2020

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COMPANIES HOUSE

### → Filling in this form

Please complete in typescript or in bold black capitals.

## 1 Company details

Company number 0 6 9 9 5 8 2 2

Company name in full Amicus Pest Control Limited

## 2 Liquidator's name

Full forename(s) Richard Frank

Surname Simms

## 3 Liquidator's address

Building name/number Alma Park, Woodway Lane

Street Claybrooke Parva

Post town Lutterworth

County/Region Leicestershire

Postcode L E 1 7 5 F B

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	<sup>d</sup> 1	<sup>d</sup> 9	<sup>m</sup> 1	<sup>m</sup> 2	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 8
To date	<sup>d</sup> 1	<sup>d</sup> 8	<sup>m</sup> 1	<sup>m</sup> 2	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 1	<sup>y</sup> 9

### 7 Progress report

☒ The progress report is attached

### 8 Sign and date

Liquidator's signature

Signature

X

X

Signature date

<sup>d</sup> 2	<sup>d</sup> 2	<sup>m</sup> 0	<sup>m</sup> 1	<sup>y</sup> 2	<sup>y</sup> 0	<sup>y</sup> 2	<sup>y</sup> 0
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**Amicus Pest Control Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs £	From 19/12/2018 To 18/12/2019 £	From 19/12/2016 To 18/12/2019 £
<b>ASSET REALISATIONS</b>		
	0.21	0.59
3,720.37 Bank Interest Gross	NIL	2,176.98
658.00 Book Debts	NIL	2,997.09
1,000.00 Cash at Bank	NIL	1,000.00
	0.21	6,174.66
<b>COST OF REALISATIONS</b>		
	NIL	500.00
Legal Fees (1)	200.58	2,117.25
Office Holders Fees	83.33	3,500.00
Preparation of S. of A.	NIL	57.41
Storage Costs	(283.91)	(6,174.66)
<b>UNSECURED CREDITORS</b>		
(16,700.00) Directors	NIL	NIL
(16,264.53) H M Revenue & Customs (CT)	NIL	NIL
(11,083.05) H M Revenue & Customs (VAT)	NIL	NIL
(3,456.00) Trade & Expense Creditors	NIL	NIL
<b>DISTRIBUTIONS</b>		
(10.00) Ordinary Shareholders	NIL	NIL
	NIL	NIL
<b>(42,135.21)</b>	<b>(283.70)</b>	<b>(0.00)</b>
<b>REPRESENTED BY</b>		
Interest Bearing Current A/C		(56.79)
Vat Control Account		56.79
		<b>NIL</b>

**Note:**

The content of this note is appended to various SIP7 compliant R & P Reports.

The above VAT relates to the Office Holders fees and will be drawn on receipt.

## **Amicus Pest Control Limited – In Creditors' Voluntary Liquidation**

### **LIQUIDATORS' PROGRESS REPORT TO CREDITORS AND MEMBERS**

**For the period 19 December 2018 to 18 December 2019**

#### **EXECUTIVE SUMMARY**

My duties and functions as Liquidator are the realisation of the Company's assets, the agreement of the claims of creditors, investigation of the Director's conduct and the Company's affairs generally, and the eventual distribution of the Liquidation funds between the creditors in accordance with their legal entitlements. This section is a summary of my report although more detail about the assets and liabilities of the Company and our fees and expenses are set out in my report below.

The report details the acts and dealing of the Liquidators and it should be read in conjunction with previous correspondence to Creditors.

As Insolvency Practitioners, when carrying out all professional work relating to an insolvency appointment, Liquidators are bound by the Insolvency Code of Ethics, as well as by the regulations of our professional body. More details about these matters and general information about F A Simms & Partners Limited that is of relevance to creditors can be found at [www.fasimms.co.uk/download](http://www.fasimms.co.uk/download).

I confirm that no threats have been identified to the Liquidators' compliance with the fundamental principles and safeguards.

#### **STATUTORY INFORMATION**

Company name:	Amicus Pest Control Limited
Registered office:	C/o F A Simms & Partners Limited Alma Park Woodway Lane Claybrooke Parva Leicestershire LE17 5FB
Former registered office:	2 Hartsholme Drive Swanpool Lincoln Lincolnshire LN6 0HF
Registered number:	06995822
Liquidator's name:	Richard Frank Simms
Liquidator's address:	Alma Park, Woodway Lane, Claybrooke Parva, Lutterworth, Leicestershire, LE17 5FB
Liquidator's date of appointment:	19 December 2016

There was previously a Joint Liquidator, Martin Richard Buttriss, who took his release on 21 August 2019 by order made in proceedings number CR-2019-005570 in the High Court of Justice, Business and Property Courts of England and Wales.

## **LIQUIDATORS' ACTIONS SINCE LAST REPORT**

Since my last report I have continued to investigate into the affairs of the Company. Having identified a number of transactions that required further investigation and explanation, questions were raised in this respect. To date I have not received a response to these enquiries and as a consequence this matter remains ongoing at this time.

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 19 December 2018 to 18 December 2019 is attached at Appendix 2.

The balance of funds is held in an interest bearing estate bank account.

## **ASSETS**

I have provided below a brief note of each asset realisation made during the reporting period and would refer you to our previous annual reports for a detailed breakdown:

### **Book Debts**

I would advise that no further realisations were anticipated or made during this reporting period.

### **Cash at Bank**

No further realisations were made during my reporting period.

### **Cash in Hand**

No further realisations were made during my reporting period.

### **Bank Interest**

As noted above, since my appointment all funds have been held in an interest bearing current account and interest totalling £0.59 has been received to date. Of this amount, £0.21 was received during my reporting period.

## **LIABILITIES**

### **Secured Creditors**

An examination of the Company's mortgage register held by the Registrar of Companies showed that the Company has no current charges over its assets.

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. In this case there were no creditors secured by a floating charge such that the prescribed part provisions do not apply.

### **Preferential Creditors**

The statement of affairs anticipated no preferential creditors and no such claims have been received to date.

### **Crown Creditors**

The statement of affairs included £27,347.58 owed to H M Revenue & Customs in respect of unpaid VAT and Corporation Tax. H M Revenue & Customs final claim of £32,386.75 has been received. The difference in these amounts is comprised entirely of interest and surcharges calculated to the date the Company entered liquidation.

### **Non-Preferential Unsecured Creditors**

The statement of affairs included 2 non-preferential unsecured creditors with an estimated total liability of £20,156.00. I have received claims from 2 creditors at a total of £20,492.00.

### **DIVIDENDS**

A dividend will not be declared to non-preferential unsecured creditors as the funds realised have been used to make payments to meet the expenses of the Liquidation.

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

As mentioned above my investigations remain ongoing at this time as we have not received adequate information and supporting documentation from Mr Clement in relation to transactions from the Company bank account. This may lead to potential recovery actions to the benefit of the estate.

### **PRE-APPOINTMENT REMUNERATION**

The creditors previously authorised the payment of a fee of £3,500.00 plus VAT for my assistance with preparing the statement of affairs and arranging the meeting of creditors convened under s. 98 of the Insolvency Act 1986 for creditors to appoint a liquidator.

The fee for preparing the statement of affairs and arranging the meeting of creditors convened under s.98 of the Insolvency Act 1986 for creditors to appoint a liquidator was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

### **LIQUIDATORS' REMUNERATION**

My remuneration was approved on a time cost basis based on a fees estimate of £13,470.00 plus VAT. The fees estimate acts as a cap and I cannot draw remuneration in excess of that estimate without first seeking approval from the creditors. My total time costs to 18 December 2019 amount to £15,407.50 plus VAT, representing 109.07 of hours work at a blended charge out rate of £141.26 plus VAT per hour, of which £4,628.00 plus VAT, representing 28.95 hours of work, was charged in the period since 19 December 2018, at a blended charge out rate of £159.86 plus VAT per hour. There is a difference in the blended rate charged, compared with the estimated blended rate of £137.45 plus VAT because this matter has required less input from staff with a higher charge out rate. As this matter progresses further work from the Insolvency Practitioners may be required and the actual charge out rates may become more reflective of the estimated charge out rate contained within my original fee estimate.

I have drawn £2,177.25 to 18 December 2019 of which £200.58 was drawn in the period since 19 December 2018.

As indicated in the approved fees estimate, the following areas of work will be charged on a time cost basis: namely administration and planning, realisation of assets, investigations, creditors and case specific matters. The following explains about the areas of work undertaken on a time cost basis, whilst full information about the work that I will undertake on a time cost basis is contained in Appendix 1.

Administration: This represents the work that is involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder and their managers. It does not give direct financial benefit to the creditors, but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

**Investigations:** The insolvency legislation gives the office holder powers to take recovery action in respect of what are known as antecedent transactions, where assets have been disposed of prior to the commencement of the insolvency procedure and also in respect of matters such as misfeasance and wrongful trading. The office holder is required by the Statements of Insolvency Practice to undertake an initial investigation in all cases to determine whether there are potential recovery actions for the benefit of creditors and the time costs recorded represent the costs of undertaking such an initial investigation. If potential recoveries or matters for further investigation are identified then the office holder will need to incur additional time costs to investigate them in detail and to bring recovery actions where necessary and further information will be provided to creditors and approval for an increase in fees will be made as necessary. Such recovery actions will be for the benefit of the creditors and the office holder will provide an estimate of that benefit if an increase in fees is necessary.

The office holder is also required by legislation to report to the Department for Business, Energy and Industrial Strategy on the conduct of the directors and the work to enable them to comply with this statutory obligation is of no direct benefit to the creditors, although it may identify potential recovery actions.

**Realisation of Assets:** This is the work that needs to be undertaken to protect and then realise the known assets in the case. If this work is undertaken, the office holder anticipates that the assets will realise the estimated to realise amounts provided to creditors.

**Creditors:**

Claims of creditors - the office holder needs to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The office holder will also have to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The office holder is required to undertake this work as part of his statutory functions.

**Case specific matters:**

Pensions – the office holder must take steps to identify any pension schemes operated by the Company and then notify the pension's regulator, the pension protection fund and the trustees of any scheme. The office holder must also administer the orderly closure of any schemes.

A detailed schedule of my time costs incurred to date and since 19 December 2018 is attached at Appendix 3 and a comparison with my original fees estimate is detailed below:

<b>Category</b>	<b>Estimated Time Costs</b>	<b>Actual Time Costs in the period 19.12.16 to 19.12.19</b>	<b>Difference</b>
	<b>£</b>	<b>£</b>	
Administration & Planning Including Cashiering	6,047.50	11,364.50	(5,317.00)
Case Specific Matters	Nil	27.00	(27.00)
Creditors	2,372.50	207.00	2,165.50
Investigations	3,732.50	3,001.50	731.00
Realisation of Assets	1,317.50	807.50	510.00
<b>Total</b>	<b>13,470.00</b>	<b>15,407.50</b>	<b>(1,937.50)</b>

#### **Administration & Planning Including Cashiering**

This category of work has incurred time costs in excess of the original estimate which is due to the assignment having remained ongoing for longer than was anticipated at commencement resulting in additional reports to creditors, file reviews and other general duties being undertaken than was forecast. As the assignment remains open it is anticipated that further time will be incurred within this category of work.

### **Case Specific Matters**

This category of work has incurred time costs in excess of the original estimate due to pension searches being conducted.

### **Creditors**

This category of work has incurred less time than anticipated as there has been little correspondence with creditors to date. I do not anticipate costs in this category to exceed the original estimate.

### **Investigations**

This category of work has required less time than originally anticipated although investigations remain ongoing at this time which will incur further costs; however as the assignment remains open it is anticipated that further time will be incurred within this category of work.

### **Realisation of Assets**

This category of work has required less time than originally anticipated, however, I do anticipate further time being spent on this category of work prior to completion of the assignment although I do not anticipate costs in this category to exceed the original estimate.

Currently I do not intend to draw remuneration in excess of the fees estimate and so will not be seeking a decision to increase my fees estimate. However, should this position change in the future the Liquidator will conduct a review and may write to creditors to seek an increase in fee approval.

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 Liquidators' Fees' also published by R3, together with an explanatory note which shows F A Simms & Partners Limited's fee policy are available at the link [www.fasimms.co.uk/download](http://www.fasimms.co.uk/download). Please note that there are different versions of the Guidance Notes and in this case you should refer to the October 2015 version.

### **LIQUIDATORS' EXPENSES**

I have incurred expenses to 18 December 2019 of £713.33 plus VAT of which £Nil was incurred in the period since 19 December 2018.

I have drawn £557.14 plus VAT to date of which £Nil was drawn in the period since 19 December 2018.

I have incurred the following expenses in the period since my appointment as Liquidator and last progress report:

Type of expense	Amount incurred/ accrued in the reporting period	Amount paid in the reporting period	Amount incurred/ accrued in total	Amount paid in total
Statutory Advertising	£Nil	£Nil	£115.92	£Nil
Storage Costs	£Nil	£Nil	£57.41	£57.41
Insolvency Bond	£Nil	£Nil	£40.00	£Nil
Legal Fees	£Nil	£Nil	£500.00	£500.00
<b>Total</b>	<b>£Nil</b>	<b>£Nil</b>	<b>£713.33</b>	<b>£557.41</b>



I have incurred the following category 2 disbursements in the period since my appointment as Liquidator and last progress report:

Type of category 2 disbursement	Amount incurred/ accrued in the reporting period	Amount paid in the reporting period	Amount incurred/ accrued in total	Amount paid in total
Mileage	£Nil	£Nil	£40.20	£Nil
Food & Drink	£Nil	£Nil	£3.83	£Nil
<b>Total</b>	<b>£Nil</b>	<b>£Nil</b>	<b>£44.03</b>	<b>£Nil</b>

I have used no professional agents or advisors during the period of this report. Creditors should refer to my previous report for details of fees incurred during that period. A comparison between the estimated expenses and actual expenses incurred to date are as follows;

Nature of expense	Estimated expenses	Expenses incurred to date
Insolvency Bond	£40.00	£40.00
Storage Costs	£80.00	£57.41
Statutory Advertising	£168.94	£115.92
IT Charges	£25.00	£Nil
Company Search	£5.00	£Nil
Legal Fees	£Nil	£500.00
<b>Total</b>	<b>£318.94</b>	<b>£713.33</b>

#### 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 Liquidators' 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 Liquidators' 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.

To comply with the Provision of Services Regulations, some general information about F A Simms & Partners Limited can be at [www.fasimms.co.uk/download](http://www.fasimms.co.uk/download).

During the course of F A Simms & Partners Limited's engagement with the Company prior to the formal appointment of an officeholder, the Board and/or the shareholders of the Company may disclose personal data to us in order that we may provide our services to the Company. 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 also be accessed at [www.fasimms.co.uk/download](http://www.fasimms.co.uk/download), explains how we process personal data. The Company is also an independent controller responsible for complying with Data Protection Law in respect of the personal data you process and, accordingly, where you disclose personal data to us you confirm that such disclosure is fair and lawful and otherwise does not contravene Data Protection Law. Terms used in this clause bear the same meanings as are ascribed to them in Data Protection Law.

## **SUMMARY**

The Liquidation will remain open until my investigations have been completed. I estimate that this will take approximately 6 – 9 months and once resolved the Liquidation will be finalised and our 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 Georgia Flower on 01455 555 444, or by email at [gflower@fasimms.com](mailto:gflower@fasimms.com).

Richard Frank Simms  
**LIQUIDATOR**



## **Appendix 1**

### **Administration:**

Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.

Maintaining physical/electronic case files (as applicable).

Maintaining the case on the practice's electronic case management system and entering data.

Dealing with all routine correspondence and emails relating to the case.

Maintaining and managing the office holder's estate bank account.

Maintaining and managing the office holder's cashbook.

Undertaking regular 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.

### **Investigations:**

Conducting investigations with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.

Reviewing books and records to identify any transactions or actions the office holder may take against a third party in order to recover funds for the benefit of creditors.

**Amicus Pest Control Limited**  
**(In Liquidation)**  
**Liquidator's Summary of Receipts & Payments**

Statement of Affairs		From 19/12/2018 To 18/12/2019	From 19/12/2016 To 18/12/2019
£		£	£
	ASSET REALISATIONS		
	Bank Interest Gross	0.21	0.59
3,720.37	Book Debts	NIL	2,176.98
658.00	Cash at Bank	NIL	2,997.09
1,000.00	Cash in Hand	NIL	1,000.00
		<u>0.21</u>	<u>6,174.66</u>
	COST OF REALISATIONS		
	Legal Fees (1)	NIL	500.00
	Office Holders Fees	200.58	2,117.25
	Preparation of S. of A.	83.33	3,500.00
	Storage Costs	NIL	57.41
		<u>(283.91)</u>	<u>(6,174.66)</u>
	UNSECURED CREDITORS		
(16,700.00)	Directors	NIL	NIL
(16,264.53)	H M Revenue & Customs (CT)	NIL	NIL
(11,083.05)	H M Revenue & Customs (VAT)	NIL	NIL
(3,456.00)	Trade & Expense Creditors	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
	DISTRIBUTIONS		
(10.00)	Ordinary Shareholders	NIL	NIL
		<u>NIL</u>	<u>NIL</u>
<b>(42,135.21)</b>		<b><u>(283.70)</u></b>	<b><u>(0.00)</u></b>
	REPRESENTED BY		
	Interest Bearing Current A/C		(56.79)
	Vat Control Account		56.79
			<u>NIL</u>

**Note:**

The content of this note is appended to various SIP7 compliant R & P Reports.

The above VAT relates to the Office Holders fees and will be drawn on receipt.

# Time Entry - SIP9 Time & Cost Summary

9972 - Amicus Pest Control Limited  
 Project Code: POST  
 From: 19/12/2018 To: 18/12/2019

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & Planning	5.80	12.55	0.90	2.30	21.55	3,556.00	165.01
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations	1.20	5.60	0.00	0.00	6.80	982.00	144.41
Non Chargeable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	0.00	0.60	0.00	0.00	0.60	90.00	150.00
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	<b>7.00</b>	<b>18.75</b>	<b>0.90</b>	<b>2.30</b>	<b>28.95</b>	<b>4,528.00</b>	<b>159.86</b>
<b>Total Fees Claimed</b>						<b>200.58</b>	
<b>Total Disbursements Claimed</b>						<b>0.00</b>	

# Time Entry - SIP9 Time & Cost Summary

9972 - Amicus Pest Control Limited  
Project Code: POST  
From: 19/12/2016 To: 18/12/2019

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & Planning	20.80	40.75	3.50	11.60	76.65	11,364.50	148.26
Case Specific Matters	0.00	0.30	0.00	0.00	0.30	27.00	90.00
Creditors	0.40	0.50	0.00	0.80	1.70	207.00	121.76
Investigations	3.10	21.42	0.00	0.00	24.52	3,001.50	122.41
Non Chargeable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Realisation of Assets	1.30	4.60	0.00	0.00	5.90	807.50	136.86
Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Hours</b>	<b>25.60</b>	<b>67.57</b>	<b>3.50</b>	<b>12.40</b>	<b>109.07</b>	<b>15,407.50</b>	<b>141.26</b>
<b>Total Fees Claimed</b>						<b>2,117.25</b>	
<b>Total Disbursements Claimed</b>						<b>57.41</b>	

LIQ03

Notice of progress report in voluntary winding up



**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	Richard Frank Simms
Company name	F A Simms & Partners Limited
Address	Alma Park, Woodway Lane
	Claybrooke Parva
Post town	Lutterworth
County/Region	Leicestershire
Postcode	L E 1 7 5 F B
Country	
DX	
Telephone	01455 555 444



**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](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)