

AM10

Notice of administrator's progress report



Companies House

THURSDAY



A15

A670FPHS

01/06/2017

#203

COMPANIES HOUSE

1 Company details

Company number 0 7 0 1 3 6 4 6

Company name in full MHA Lighting Limited

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

2 Administrator's name

Full forename(s) Sarah Helen

Surname Bell

3 Administrator's address

Building name/number The Chancery

Street 58 Spring Gardens

Post town Manchester

County/Region

Postcode M 2 1 E W

Country

4 Administrator's name •

Full forename(s) Steven

Surname Muncaster

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

5 Administrator's address •

Building name/number The Chancery

Street 58 Spring Gardens

Post town Manchester

County/Region

Postcode M 2 1 E W

Country

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

AM10

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6 Period of progress report

From date	d	0	d	5	m	1	m	1	y	2	y	0	y	1	y	6
To date	d	0	d	4	m	0	m	5	y	2	y	0	y	1	y	7

7 Progress report

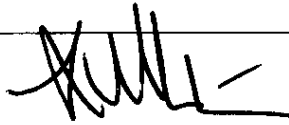
☐ I attach a copy of the progress report

8 Sign and date

Administrator's
signature

Signature

X



X

Signature date

d	d	m	m	y	y	y	y
---	---	---	---	---	---	---	---

AM10

Notice of administrator's progress report



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

Company name

Address

Post town

County/Region

Postcode

Country

DX

Telephone



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

Progress Report to Creditors

31 May 2017

MHA Lighting Limited (In Administration)

Joint Administrators' Progress Report to Creditors
For the period from 5 November 2016 to 4 May 2017

Duff & Phelps Ltd.
The Chancery
58 Spring Gardens
Manchester
M2 1EW

Definitions

Word or Phrase	Definition
the Act	The Insolvency Act 1986 (as amended)
The Agents	Winterhill Group, independent agents who were instructed to value and sell the assets of the Company
Aldermore	Aldermore Invoice Finance, with whom the Company had an invoice finance facility, and the holder of a fixed and floating charge over the Company's assets
the Appointment Date	1 December 2015, being the date of appointment of the Joint Administrators
Category 2 Disbursements	The Joint Administrators' internal costs and expenses in dealing with the Administration
Cerberus	Cerberus Receivables Management, independent debt collection agents engaged to recover the Company's assigned and non-assigned book debt ledgers
the Company	MHA Lighting Limited (In Administration) (Company Number: 07013646)
CVL	Creditors Voluntary Liquidation
DBEIS	The Department for Business, Energy & Industrial Strategy
the Directors	Paul Aston and Thomas Harrison, the Directors of the Company
Duff & Phelps	Duff & Phelps Ltd
HMRC	HM Revenue and Customs
the Joint Administrators	Sarah Bell and Steven Muncaster of Duff & Phelps Ltd., The Chancery, 58 Spring Gardens, Manchester, M2 1EW
NOID	Notice of Intended Dividend
Prescribed Part	Pursuant to Section 176A of the Act where a floating charge is created after 15 September 2003 a designated amount of the Company's net property (floating charge assets less costs of realisation) shall be made available to non-preferential creditors
The Previous Progress Reports	The Joint Administrators' Progress Report to Creditors issued on 22 June 2016 for the period from 1 December 2015 to 31 May 2016 and the Progress Report and Extension request for the period 1 June 2016 to 4 November 2016
the Proposals	The Joint Administrators' Report to Creditors and Statement of Proposals issued on 20 January 2016
the Purchaser	Waveguide Lighting Limited, the purchaser of the assets of the

	Company. Registered company number: 09914246 whose registered office is 15 Church Street, Stratford Upon Avon, Warwickshire, CV37 6HB
the Reporting Period	The period from 5 November 2016 to 3 June 2017
RPS	Redundancy Payments Service
the Rules	The Insolvency Rules 1986 (as amended)
The Secured Creditors	Aldermore and the Security Trustee, holders of fixed and floating charges over the Company's assets
Security Trustee	David McMahon former director of the Company and holder of a fixed and floating charge over the Company's assets as Security Trustee on behalf of the Loan Note Holders
SIP 9	Statement of Insolvency Practice 9 – Industry Best Practice for Insolvency Practitioners in relation to disclosure of remuneration and disbursements
SOA	Statement of Affairs. Documentation to be supplied by the Directors outlining the Company's financial position as at the Appointment Date

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2. Joint Administrators' Report and Statement of Proposals
3. Progress of the Administration
4. Investigations
5. Dividend Prospects / Prescribed Part
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8. Joint Administrators' Costs and Expenses
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10. Next Report

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2. Joint Administrators' Receipts and Payments Account
3. Analysis of Time Charged and Expenses Incurred
4. Proof of Debt Form
5. Statement of Creditors' Rights

Names of Joint Administrators: Sarah Bell
Steven Muncaster

Date of Appointment: 1 December 2015

Date of Report: 31 May 2017

Appointed By: The Directors
Station House
Station Approach
Atherton
M46 9LJ

Court Reference: High Court of Justice,
Chancery Division,
Manchester District Registry
No. 3225 of 2015

1. Introduction

- 1.1 The Joint Administrators were appointed on 1 December 2015 by the Directors of the Company pursuant to paragraph 22 of Schedule B1 to the Act.
- 1.2 In accordance with Paragraph 100(2) of Schedule B1 to the Act the functions of the Joint Administrators are being exercised by either of the Administrators.
- 1.3 The purpose of this report is to provide details of the progress of the Administration for the Reporting Period.
- 1.4 This report should be read in conjunction with the Previous Progress Reports and Proposals.
- 1.5 Statutory information on the Company is attached at Appendix 1.

2. Joint Administrators' Report and Statement of Proposals

- 2.1 In accordance with Paragraph 52(1) of Schedule B1 to the Act, a creditors' meeting was not required to be held as there will be insufficient realisations to enable a distribution to non-preferential creditors other than via the prescribed part. No meeting was convened and the Proposals were deemed to have been approved by creditors on 11 February 2016.
- 2.2 As advised in the Proposals, the Joint Administrators must perform their functions with the purpose of achieving one of the following hierarchical objectives:
- Rescuing the Company as a going concern; or
 - Achieving a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration), or
 - Realising property in order to make a distribution to one or more secured or preferential creditors.
- 2.3 As previously advised, the first objective could not be achieved as there are insufficient funds and assets available to enable the Company to be rescued as a going concern.
- 2.4 The second objective may be achievable as it is anticipated that there will be funds available to enable a distribution to the non-preferential creditors of the Company via a Prescribed Part distribution.
- 2.5 The third objective has been achieved as Aldermore has been repaid in full from the book debt realisations. It is further anticipated that the Security Trustee for the Loan Note Holders will also receive a distribution under their floating charge.

3. Progress of the Administration

- 3.1 The manner in which the affairs and business of the Company have been managed since the appointment of Joint Administrators and will continue to be managed and financed are set out overleaf.

Asset Realisations

Book Debts

- 3.2 Full details of the Company's debtors and collections in the Administration are detailed in the Previous Progress Reports. These debts were assigned to Aldermore under an invoice discounting agreement created on 30 October 2013
- 3.3 As detailed in the Previous Progress Reports, funds received in respect of the book debts were remitted directly to Aldermore and therefore are not reflected in the Receipts and Payment Account at Appendix 2. Aldermore have been repaid in full.
- 3.4 In addition, the Company's books and records also indicated outstanding debts totalling £37,478 due to the Company that were not assigned to Aldermore. Cerberus were engaged to assist with the collection of both ledgers.
- 3.5 The total sum of £4,278 has been realised in the Reporting Period and is reflected on the Receipts and Payments Account at Appendix 2. The sum of £3,561 has been paid to Cerberus in the Reporting Period in respect of debtor collections and legal fees.
- 3.6 It is anticipated that no further realisations will be received in relation to the remaining non-assigned debtor balances and there are no outstanding costs.

Sundry Refunds

- 3.7 Bank interest of £3 has been received in the Reporting Period.

4. Investigations

- 4.1 The Joint Administrators have a statutory obligation to file a report with DBEIS concerning the conduct of all directors of the Company that served in the three years prior to the Joint Administrators appointment. The content of this report is confidential and has been submitted to the Insolvency Practitioners Compliance Unit
- 4.2 There are no outstanding lines of enquiry.

5. Dividend Prospects / Prescribed Part

Secured Creditors

Aldermore

- 5.1 In consideration for the monies advanced under the Company's invoice discounting agreement the Company granted Aldermore a debenture dated 30 October 2013, which confers fixed and floating charges over all of the assets of the Company. In addition, the invoice discounting agreement results in the assignment of all book debts to Aldermore.
- 5.2 As the Appointment Date, the Company's indebtedness to Aldermore was circa £61,911, subject to accruing interest, charges and costs. As detailed at paragraph 3.3, Aldermore have now been repaid in full under their security and a surplus has been remitted into the Joint Administrators' estate account.

Security Trustee – on behalf of the Loan Note Holders

- 5.3 In consideration for monies advanced by the Loan Note Holders, the Company granted the Security Trustee debentures dated 9 September 2014 and 14 August 2015 which confer fixed and floating charges over the assets of the Company.
- 5.4 As at the Appointment Date, the Company's indebtedness to the Loan Note Holders was approximately £3,963,000.
- 5.5 The sum of £49,485 was distributed to the Loan Note Holders in the Reporting Period under its floating charge.

Preferential Creditors

- 5.6 Pursuant to the SOA, the estimated preferential claims were £11,461.
- 5.7 The preferential creditors' claims consist of employee claims for arrears of pay and holiday pay, the majority of which are likely to be subrogated to the DBEIS following payment to the employees by the RPS.
- 5.8 The RPS submitted a preferential claim totalling £12,942 in respect of payments made to the Company's former employees. In addition there were residual preferential claims totalling £8,900 due to employees.
- 5.9 A distribution of 100p in the £ was paid to the preferential creditors in the Reporting Period.
- 5.10 A Proof of Debt is attached at Appendix 4

Prescribed Part

- 5.11 The Company granted a floating charge to Aldermore on 30 October 2013. In addition the Company also granted floating charges to the Security Trustee on 9 September 2014 and 14 August 2015 and therefore, the Prescribed Part provisions will apply.
- 5.12 Based on current realisations, it is anticipated that the net property of the Company is approximately £69,000 and it is estimated that the Prescribed Part of the net property for non-preferential creditors is approximately £16,000.
- 5.13 A NOID was sent to non-preferential creditors on 26 April 2017 with the last date for proving being 30 May 2017. The Joint Administrators are currently adjudicating all claims and the dividend will be declared before 30 July 2017.

Non-Preferential Creditors

- 5.14 According to the SOA, non-preferential creditors total £629,156 and claims received to date total £551,159.
- 5.15 As advised in the Proposals there is no prospect of any dividend to non-preferential creditors other than via the Prescribed Part as detailed above.

6. Joint Administrators' Receipts and Payments Account

- 6.1 A detailed Receipts and Payments Account for the Reporting Period is shown in Appendix 2.

6.2 As at 2 June 2017 there was a cash balance of £26,219

7. Pre-Administration Costs

7.1 Full details of the Pre-Administration costs are included in the Proposals and the Previous Progress Reports. As previously reported all Pre-Administration costs have been approved and drawn in full.

8. Joint Administrators' Costs and Expenses

8.1 The Joint Administrators' basis of remuneration was approved on the basis of time properly charged by the Secured Creditors and preferential creditors on 11 February 2016. The Joint Administrators' drawing of Category 2 Disbursements as an expense of the Administration has also been approved.

8.2 The time costs charged in the Reporting Period by the Joint Administrators total £26,436 representing 96 hours at an average charge out rate of £277 and are as analysed at Appendix 3.

8.3 In accordance with SIP9 the Joint Administrators have provided creditors with additional information regarding the major areas of time incurred as detailed below:

- Time costs totalling £7,424 were incurred by the Joint Administrators and their staff under the heading Preferential Claims Adjudication and Distribution. This has involved liaising with the RPS in respect of the final preferential claim and adjudicating the former employees residual preferential claims.
- A total of £3,952 has been incurred in respect of Strategy Planning and Control. Such time was incurred in respect of reviewing the general progression of the Administration and discussing such progression both internally and with appointed advisors.
- A total of £2,340 has been spent under the heading Book Debts. Time has been incurred liaising with Cerberus and the remaining debtor to conclude the debtor realisations and settle all costs in this matter.
- A total of £1,958 has been spent liaising with the Secured Creditors, this has included updates on the progress of the Administration and arranging the distributions under the floating charge.

8.4 The total time costs charged since appointment total £139,482 representing 521 hours at an average charge out rate of £268 and are as analysed at Appendix 3. No fees have been drawn by the Joint Administrators in the Reporting Period. Details of fees drawn prior to the Reporting Period are included in Previous Progress Reports and summarised on the Receipts and Payments Account at Appendix 2.

8.5 A Statement of Creditors' Rights concerning the Joint Administrators fees is enclosed at Appendix 5

9. Extension of the Administration and Conclusion

9.1 An Administration automatically comes to an end after one year, unless an extension is granted by the Court or with the creditors' consent.

9.2 The Joint Administrators requested consent from the Secured Creditors that the duration of the Administration be extended for a period of twelve months 1 December 2016 to 1 December 2017.

9.3 Consent to the extension was given, the revised date for the end of the Administration is 1 December 2017.

10. Next Report

10.1 The Joint Administrators are required to provide a Progress Report within one month of every 6 months. The next report will be issued no later than 1 November 2017 and based on current information it is anticipated that this will be the final report.

10.2 If you have any queries or require any further assistance, please do not hesitate to contact my colleague Heather Barnes of this office.



Steven Muncaster
Joint Administrator

The affairs, business and property of the Company are being managed by the Joint Administrators, Sarah Bell and Steven Muncaster, who act as agents for the Company and without personal liability. Both are licensed by the Insolvency Practitioners Association.

Appendix 1

Statutory information

Statutory Information

Date of Incorporation	9 September 2009
Registered Number	07013646
Company Directors	Mr Paul Aston Mr Thomas Harrison
Company Secretary	Mr Thomas Harrison
Shareholders	MHA Lighting Holdings Limited – 8,803,248 Ordinary Shares (100% shareholder)
Trading Address	Station House, Station Approach Atherton M46 9LJ
Registered Office	Current: The Chancery 58 Spring Gardens Manchester M2 1EW Former: Station House, Station Approach Atherton M46 9LJ
Previous Names	MHA Luminanz Limited (Date of Change: 29/10/2009)
Any Other Trading Names	None

Appendix 2

Joint Administrators' Receipts and Payments Account

MHA Lighting Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £		From 05/11/2016 To 04/05/2017 £	From 01/12/2015 To 04/05/2017 £
	SECURED ASSETS		
Uncertain	Book Debts - Assigned	NIL	NIL
		NIL	NIL
	SECURED CREDITORS		
(61,911.00)	Aldermore Invoice Finance	NIL	NIL
		NIL	NIL
	ASSET REALISATIONS		
25,000.00	Plant & Machinery	NIL	25,000.00
2,250.00	Office Equipment & Fixtures	NIL	2,250.00
3,500.00	Motor Vehicles	NIL	3,500.00
50,000.00	Stock & WIP	NIL	58,381.36
Uncertain	Book Debts - Surplus	4,277.51	102,511.10
	Rates Refund	NIL	220.98
11,396.00	Cash at Bank	NIL	8,195.00
	VAT Reclaimed on IDF Costs	NIL	1,643.51
199.00	Petty Cash	NIL	NIL
	Bank Interest Gross	3.18	48.55
		4,280.69	201,750.50
	COST OF REALISATIONS		
	Data Room	NIL	500.00
	Pre Admin Remuneration & Expenses	NIL	21,274.57
	Pre-Apt Legal Fees & Disbursements	NIL	2,815.10
	Joint administrators' remuneration	NIL	40,000.00
	Joint administrators' disbursements	NIL	340.64
	Agents/Valuers Fees	NIL	5,000.00
	Agents/Valuers Disbursements	NIL	142.50
	Legal Fees	NIL	9,830.00
	Legal Disbursements	NIL	285.00
	Land Registry Searches	NIL	11.00
	Storage Costs	95.00	377.85
	Re-Direction of Mail	NIL	160.00
	Statutory Advertising	NIL	84.60
	Legal Fees - Debtor Collection	3,560.60	11,112.99
	Insurance of Assets	NIL	1,044.13
	Wages & Salaries	NIL	5,321.98
	PAYE & NI	NIL	1,761.08
	Bank Charges	3.75	34.60
	IT Costs	NIL	1,368.00
	Payroll Costs	NIL	150.00
		(3,659.35)	(101,614.04)
	PREFERENTIAL CREDITORS		
	RPS Wage Arrears & Holiday Pay	12,942.10	12,942.10
(11,461.00)	Employee Residual Holiday Pay	5,982.82	5,982.82
	HM Revenue & Customs	2,916.91	2,916.91
		(21,841.83)	(21,841.83)
	FLOATING CHARGE CREDITORS		
(3,963,000.00)	David McMahon (loan note holders)	49,485.00	49,485.00

MHA Lighting Limited
(In Administration)
Joint Administrators' Summary of Receipts & Payments

Statement of Affairs £		From 05/11/2016 To 04/05/2017 £	From 01/12/2015 To 04/05/2017 £
		(49,485.00)	(49,485.00)
UNSECURED CREDITORS			
(288,131.00)	Trade & Expense Creditors	NIL	NIL
(31,724.00)	HMRC - PAYE & NIC	NIL	NIL
(369,149.00)	MHA Lighting Holdings Ltd	NIL	NIL
(152.00)	MHA Integrated Electronic Services Lt	NIL	NIL
		NIL	NIL
DISTRIBUTIONS			
(88,032.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(4,721,215.00)		(70,705.49)	28,809.63
REPRESENTED BY			
	VAT Receivable		19,591.07
	Floating/main current account		10,097.56
	Dividend account		16,121.00
	VAT payable		(17,000.00)
			28,809.63

Appendix 3

Analysis of Time Charged and Expenses Incurred

65477 MHA LIGHTING LIMITED

ANALYSIS OF TIME COSTS FOR THE PERIOD 05/11/2016 to 04/05/2017

ADM-Admin. - Post Appt.

Classification of Work Function	Partner	Manager	Hours Senior	Assistant	Support	Total Hours	Time Cost	Avg Hourly Rate
Administration and Planning								
Case review and Case Diary management	0.00	0.50	0.25	5.15	0.00	5.90	1,491.50	252.80
Cashiering & accounting	0.00	1.00	4.20	3.40	0.00	8.60	2,527.00	293.84
Dealings with Directors and Management	0.00	0.00	0.00	0.70	0.00	0.70	164.50	235.00
Statutory matters (Meetings & Reports & Notices)	0.00	1.70	0.50	1.80	0.00	4.00	1,231.50	307.88
Strategy planning & control	0.00	4.90	0.50	7.65	0.00	13.05	3,951.75	302.82
Tax Compliance/Planning	0.00	3.20	0.25	9.45	0.00	12.90	2,976.00	230.70
Creditors								
Communications with Creditors/Employees	0.00	0.50	0.00	3.75	0.00	4.25	792.25	186.41
Non Pref Creditor claims adjudication and dist'n	0.00	1.20	0.00	1.00	0.00	2.20	739.00	335.91
Non Pref Creditors/Employee claims handling	0.00	0.90	0.00	1.80	0.00	2.70	801.00	296.67
Pref claims adjudication and distribution	0.00	3.30	1.25	25.20	0.00	29.75	7,424.25	249.55
Secured Creditors	2.30	1.00	0.50	0.75	0.00	4.55	1,957.75	430.27
Realisation of Assets								
Book debts	0.00	3.90	0.50	2.55	0.00	6.95	2,379.75	342.41
Total Hours:	2.30	22.10	7.95	63.20	0.00	95.55		276.67
Total Fees Claimed:	1,219.00	9,282.00	2,545.75	13,389.50	0.00		26,436.25	

65477 MHA LIGHTING LIMITED
ANALYSIS OF TIME COSTS FOR THE PERIOD 01/12/2015 to 04/05/2017

ADM-Admin. - Post Appt.

Classification of Work Function	Partner	Manager	Hours Senior	Assistant	Support	Total Hours	Time Cost	Avg Hourly Rate
Administration and Planning								
Case review and Case Diary management	3.40	1.90	3.50	15.80	0.00	24.60	7,016.00	285.20
Cashiering & accounting	0.00	3.00	12.70	10.90	0.00	26.60	7,667.50	288.25
Dealings with Directors and Management	0.00	0.30	2.00	1.60	0.00	3.90	1,022.50	262.18
IPS set up & maintenance	0.00	0.00	0.00	8.65	0.00	8.65	1,262.00	145.90
Insurance	0.00	0.00	1.25	0.00	0.00	1.25	356.25	285.00
Statement of affairs	0.00	0.00	3.50	0.40	0.00	3.90	1,069.50	274.23
Statutory matters (Meetings & Reports & Notices)	1.90	13.55	29.50	50.55	0.00	95.50	25,785.00	270.00
Strategy planning & control	0.00	6.00	11.00	34.95	0.00	51.95	13,144.75	253.03
Tax Compliance/Planning	0.00	3.60	2.75	15.20	0.00	21.55	5,087.75	236.09
Creditors								
Communications with Creditors/Employees	0.00	4.20	9.00	48.75	0.00	61.95	14,106.25	227.70
Non Pref Creditor claims adjudication and dist'n	0.00	1.20	0.75	1.50	0.00	3.45	1,070.25	310.22
Non Pref Creditors/Employee claims handling	0.00	1.10	6.50	20.55	0.00	28.15	6,389.75	226.99
Pref claims adjudication and distribution	0.00	3.90	3.50	45.85	0.00	53.25	13,050.25	245.08
Secured Creditors	4.50	7.90	15.25	0.75	0.00	28.40	10,225.50	360.05
Investigations								
CDDA & reports & Communication	0.00	1.90	0.75	11.50	0.00	14.15	3,714.25	262.49
Realisation of Assets								
Book debts	0.00	5.40	27.25	3.05	0.00	35.70	10,751.00	301.15
Freehold and Leasehold Property	0.00	0.20	0.00	0.00	0.00	0.20	84.00	420.00
Goodwill and Intellectual Property Rights	0.00	0.00	0.75	0.00	0.00	0.75	213.75	285.00
Hire Purchase and Lease Assets	0.00	0.00	2.00	1.20	0.00	3.20	786.00	245.63
Other Tangible Assets	0.00	0.00	0.25	0.00	0.00	0.25	71.25	285.00
Plant & Machinery & Fixtures & Motor Vehicles	0.00	0.00	0.00	2.90	0.00	2.90	522.00	180.00
Sale of business	0.00	14.40	20.00	6.90	0.00	41.30	13,265.00	321.19
Stock and Work In Progress	0.00	0.00	0.50	0.00	0.00	0.50	142.50	285.00
Trading								
Trading - Accounting	0.00	0.20	0.00	0.00	0.00	0.20	84.00	420.00
Trading - Employees	0.00	0.00	0.00	1.00	0.00	1.00	235.00	235.00
Trading - Retention of Title & Claims handling	0.00	0.70	7.25	0.00	0.00	7.95	2,360.25	296.89
Total Hours:	9.80	69.45	159.95	282.00	0.00	521.20		267.62
Total Fees Claimed:	5,194.00	29,020.25	46,039.75	59,228.25	0.00		139,482.25	

MHA Lighting Limited (in Administration)
Joint Administrators' Expenses

Company	Activity	Fee Basis	Reporting Period	
			Incurred	Amount Paid
			(£)	
Professional Advisors				
Cerberus Recievables Management	Assistance in collecting the Company's debtor ledger	Time Costs	3,560.60	3,560.60
			3,560.60	3,560.60
Costs				
Land Registry	Land Registry Searches	Fixed Fee	95.00	95.00
Barclays Bank	Bank Charges	Fixed Fee	3.75	3.75
			98.75	98.75
TOTAL			£3,659.35	£3,659.35

The Joint Administrators' choice of professional advisors was based on their perception of the experience and ability of the respective firms/individuals to perform their work, the complexity and nature of the assignment and the basis of their fee

Appendix 4

Proof of Debt Form

Proof of Debt – General Form

MHA Lighting Limited (In Administration)		
Date of Administration: 01/12/2015		
1.	Name of creditor (If a company please also give company registration number).	
2.	For correspondence: Address of creditor	
	Contact telephone number of creditor	
	Email address of creditor	
3	Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the date the company went into Administration.	
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 Administrator 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) _____	
For Administrators' Use only		
Admitted to vote for		Admitted for dividend for
£		£
Date		Date
Administrator		Administrator

Appendix 5

Statement of Creditors' Rights

STATEMENT OF CREDITORS RIGHTS

Rule numbers refer to Insolvency (England & Wales) Rules 2016 (as amended)

Section numbers refer to Insolvency Act 1986

'Office-holder' is the current Administrator or Liquidator as applicable

Information for creditors on remuneration and disbursements of administrators

Information regarding the fees and disbursements of administrators, including details of the Duff & Phelps' disbursements policy and hourly charge out rates for each grade of staff that may undertake work on this case, is in a document called "A Creditors' Guide to Administrators' Fees". This can be viewed and downloaded from the Joint Administrators' website at <http://www.duffandphelps.com/uk-restructuring/creditor-guides> (click on the document 'Administration (appointment from 1 October 2015)'). Should you require a copy, please contact this office.

Creditors have the right to request information from the office-holder under rule 18.9

A secured creditor, an unsecured creditor with the concurrence of at least 5% in value of the non-preferential creditors (including the creditor in question) or any non-preferential creditor with the permission of the Court may make a written request to the office-holder for further information concerning remuneration or expenses. Such a request must be made within 21 days of receipt of this report and a response will be provided within 14 days of receipt of the request.

Creditors have recourse to Court, application to be made within 21 days of the office-holder giving reasons for not providing all the information requested or the expiry of the 14 days within which an office-holder must respond to a request.

Creditors have the right to challenge the office-holder's remuneration and expenses under rule 18.34

A secured creditor, an non-preferential creditor with the concurrence of at least 10% in value of the unsecured creditors (including that creditor) or any non-preferential creditor with the permission of the Court, may make an application to court on the grounds that the remuneration charged or expenses incurred are excessive and/or that the basis fixed for the office-holder's remuneration is inappropriate. The application to court must be made no later than eight weeks after receipt of the Progress Report where the charging of the remuneration or the incurring of expenses in question occurs.