

LIQ03

Notice of progress report in voluntary winding up



Companies House

THURSDAY



A68O8H62

A13

15/06/2017

#14

COMPANIES HOUSE

1 Company details

Company number

Company name in full

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

2 Liquidator's name

Full forename(s)

Surname

3 Liquidator's address

Building name/number

Street

Post town

County/Region

Postcode

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

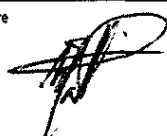
Postcode

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		0		d		6		m		0		m		5		y		2		y		0		y		1		y		6	
To date	d		0		d		5		m		0		m		5		y		2		y		0		y		1		y		7	
7		Progress report																														
		<input checked="" type="checkbox"/> The progress report is attached																														
8		Sign and date																														
Liquidator's signature	Signature																X															
Signature date	d		1		d		4		m		0		m		6		y		2		y		0		y		1		y		7	

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	sarah procter
Company name	Live Recoveries Limited
Address	Wentworth House 122 New Road Side
Post town	Horsforth
County/Region	Leeds
Postcode	L S 1 8 4 Q B
Country	
DX	
Telephone	0844 870 9251

**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



24-7 ACCOUNTANCY SERVICES LTD – IN LIQUIDATION

Company Number: 07196708

Registered Office: c/o Live Recoveries, Wentworth House, 122 New Road Side, Horsforth, Leeds, LS18 4QB

Former Registered Office: 533 Stanningley Road, Leeds, LS13 4EN

Liquidator's First Progress Report

Report Dated: 14 June 2017

M P Halligan appointed Liquidator on 06 May 2016

Live Recoveries Limited
Wentworth House | 122 New Road Side | Horsforth | Leeds | LS18 4QB
Tel 0844 870 9251 | Fax 0844 870 9254
Email mail@liverecoveries.com Web www.liverecoveries.com

Martin Halligan is licensed in the United Kingdom to act as an Insolvency Practitioner by the Association of Chartered Certified Accountants
David Cockshott is licensed in the United Kingdom by the Insolvency Practitioners Association
Insolvency practitioners acting as Administrators or Administrative Receivers contract as agents and without personal liability
Live Recoveries is a trading style of Live Recoveries Limited.
Company Registration No: 07561994



24-7 ACCOUNTANCY SERVICES LTD ("the Company") –IN LIQUIDATION

Company Number: 07196708

Registered Office: c/o Live Recoveries, Wentworth House, 122 New Road Side, Horsforth, Leeds, LS18 4QB

Former Registered Office: 533 Stanningley Road, Leeds, LS13 4EN

INTRODUCTION

In accordance with the provisions of Section 98 of the Insolvency Act, 1986, statutory meetings of shareholders and creditors were duly held at Live Recoveries Limited, Wentworth House, 122 New Road Side, Horsforth, Leeds, LS18 4QB on 06 May 2016. Daniel Jeffrey Coram ("the Director") acted as chairman for the purposes of the meetings.

A report was presented together with a summary of the statement of affairs signed as a statement of truth by the Director on 06 May 2016. At a meeting of shareholders held earlier that day, resolutions were passed for the voluntary winding-up of the Company and for my appointment as Liquidator. At a subsequent meeting of the Company's creditors, the Shareholders' resolution was confirmed. A Liquidation Committee was not formed and no creditors attended the meeting in person.

The EC Regulation on Insolvency Proceedings 2000 will apply and these proceedings will be main proceedings as defined by Article 3 of the EC Regulation. The Company's registered office and centre of main interests are in the United Kingdom.

This report is to be read in conjunction with my initial letter to members and creditors enclosing the Director's report dated 06 May 2016.

CASE STRATEGY

I was appointed Liquidator of the Company by the Company's members and creditors. I also assisted in the preparation of the Director's report presented to the meeting of creditors and Statement of Affairs.

The Company ceased to trade prior to my appointment and as such my strategy for dealing with the realisation of the Company's assets is detailed below.

RECEIPTS AND PAYMENTS

A summary of receipts and payments for the period 06 May 2016 to 05 May 2017 is attached at Appendix I. This shows a nil balance in hand. The contents therein are self-explanatory. In accordance with the provisions of Statement of Insolvency Practice 7, the receipts and payments are shown net of VAT. An interest bearing bank account has been opened with Barclays Bank PLC for the purposes of the Liquidation. No bank interest has been received in relation to funds deposited.

LIQUIDATOR'S ACTIONS SINCE APPOINTMENT

Assets specifically pledged

The Director's Estimated Statement of Affairs indicated that there were no assets specifically pledged. As at the date of this report, no specifically pledged assets have been brought to my attention.

Assets not specifically pledged

The Director's Estimated Statement of Affairs indicated that there were no assets not specifically pledged. As at the date of this report, no such assets have been brought to my attention.

Secured Creditors

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

In accordance with Section 176A(9) of the Insolvency Act 1986, as amended, 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 Director stated that he did not anticipate any preferential claims in respect of potential employees' claims for arrears of wages and holiday pay. I can confirm that no preferential claims have been notified to me to date.

Crown Creditors

The Director stated that a balance due to HM Revenue & Customs ("HMRC") in the sum of £16,001.00 in respect of VAT and Corporation Tax. HMRC have submitted a final claim in the sum of £42,392.99.

Non - Preferential Creditors

Non - preferential claims received to date total £1,001.00, detailed as follows:-

	No.	£ Per 'S of A'	No.	£ Claims
Trade Creditors	1	18,000.00	1	1.00
Mr S Farman	1	500.00	1	500.00
Mr D Coram	1	500.00	1	500.00
TOTAL	3	19,000.00	3	1,001.00

DIVIDEND PROSPECTS

Secured Creditors

The Company has no secured assets or creditors.

Preferential Creditors

The Company has no preferential creditors.

Non-preferential Creditors

Notice that no dividend will be declared under Rule 4.186 of the Insolvency Rules 1986 ("the Rules")

Notice is hereby given pursuant to Part 11 of the Rules that no dividend will be declared in respect of any class of creditor in this matter for the reason that funds have already been distributed or used or allocated for defraying the expenses of the liquidation.

INVESTIGATIONS INTO THE AFFAIRS OF THE COMPANY AND THE COMPANY DIRECTORS' DISQUALIFICATION ACT 1986

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.

Within three months of my appointment as Liquidator, I am required to submit a confidential report to the Department For Business, Innovation and Skills to include any matters which have come to my attention during the course of my work which may indicate that the conduct of any past or present Director would make him unfit to be concerned with the management of the Company. I would confirm that my report has been submitted.

PRE APPOINTMENT REMUNERATION

A fee of £5,000.00 plus VAT and disbursements plus VAT was approved by the first meeting of creditors in respect of assisting in the preparation of the Statement of Affairs. To date, no fees have been drawn in this regard.

A fee of £5,000.00 plus VAT and disbursements plus VAT was approved by the first meeting of creditors in respect of preparing the report presented to the first meeting of creditors and in convening the meeting of members and creditors. To date, no fees have been drawn in this regard.

LIQUIDATOR'S REMUNERATION

My remuneration was authorised by the creditors by written resolution dated 03 June 2016. My remuneration was authorised on a mixture of a fixed fee, percentage and time costs basis.

Fixed Fee

I was authorised to draw a fixed fee of £6,990.50 for my work in respect of the following:-

Administration and planning:

- Case planning - Devising an appropriate strategy for dealing with the case and giving instructions to staff to undertake the work on the case.
- Setting up physical/electronic case files (as applicable).
- Setting up the case on the practice's electronic case management system and entering data.

- Issuing the statutory notifications to creditors and other parties required on appointment as office holder, including gazetting the office holder's appointment.
- Obtaining a specific penalty bond.
- Convening and holding general meetings of creditors and members (as applicable).
- Obtaining the Company's books and records and archiving the same.
- Dealing with all routine correspondence and e-mails 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 monthly bank reconciliations of the bank account containing estate funds.
- Reviewing the adequacy of the specific penalty bond on a periodic basis.
- Undertaking periodic reviews of the progress of the case.
- *Overseeing and controlling the work done on the case by case administrators.*
- Filing returns at Companies House.

Creditors:

- Dealing with creditor correspondence, e-mails and telephone conversations regarding their claims.
- Maintaining up to date creditor information on the case management system.

Meetings Reports and Reviews:

- Preparing, reviewing and issuing annual progress reports to creditors and members.
- Preparing, reviewing and issuing final reports to creditors and members.
- Convening and holding final meetings of creditors and members.
- Considering the various matters highlighted by investigations into the Company's affairs to enable completion of the statutory return to the *Department for Business, Innovation & Skill*.

Taxation:

- Preparing and filing VAT returns.
- Preparing and filing Corporation Tax returns.
- Seeking closure clearance from HMRC and other relevant parties.

No fees have been drawn in this regard.

Percentage

I was authorised to draw a percentage of 40% on account of asset realisations and a percentage of 12.5% on account of any distributions to creditors. My fee basis was approved on the following to be undertaken:-

Realisation of assets:

- Arranging suitable insurance over assets.
- Monitoring regularly the suitability and appropriateness of the insurance cover in place.
- Corresponding with debtors and attempting to collect outstanding book debts.
- *Liaising with the bank regarding the closure of the Company's account.*
- Instructing agents to value known assets.
- Liaising with agents to realise known assets.
- Instructing solicitors to assist in the realisation of assets.

Creditors

- Issuing a notice of intended dividend and placing an appropriate notice in the London Gazette.
- Adjudicating on proof of debt claim forms received and formally admitting them for the purposes of the payment of a dividend.
- Requesting additional information from creditors in order to adjudicate on their claims.
- Calculating and paying a dividend to creditors, and issuing the notice of declaration of dividend.
- Paying tax deducted from the dividends paid to employees and accounting to HM Revenue & Customs.

No fees have been drawn in this regard.

Time Costs

I was authorised to draw time costs for my work in respect of the following:-

Investigations

- Review the Company's bank statements to determine whether there have been any inappropriate antecedent transactions.
- Review to ensure that none of the assets have disappeared.
- Review and archive the Company's books and records.
- Review available documentation to establish the date of insolvency.
- Comparing claims received against claims disclosed in DESA.
- Meetings with directors and other Company officers, as necessary.
- Review concerns raised by creditors, as necessary.
- Ensure that co-operation is received from the directors.

Distributions

- Issuing notice of appointment to creditors.
- Obtaining information from the case records about employees' claims.
- Logging receipt of proof of debt claim forms and acknowledging receipt, where applicable.
- Completing documentation for submission to the Redundancy Payments Office.
- Corresponding with employees regarding their claims.
- Liaising with the Redundancy Payments Office regarding employees' claims.
- Issuing progress reports to creditors.

This approval was based on my fees estimate of £2,112.50. The fees estimate acts as a cap and I cannot draw remuneration in excess of that estimate without first seeking approval from creditors. My total time costs for such work to 05 May 2017 amounts to £1,846.50, representing 7.00 hours at an average charge out rate of £263.79 per hour. The actual charge out rate incurred compares with the estimated average charge out rate of £368.52 in my fees estimate.

A detailed schedule of my time costs incurred for the period 06 May 2016 to 05 May 2017 compared with my original fees estimate is attached at Appendix II.

To date. No remuneration has been drawn in respect of a time costs basis.

LIQUIDATOR'S DISBURSEMENTS

A summary of Live Recoveries disbursements, Category 1 and Category 2, both pre and post appointment, for the period to 05 May 2017, is detailed below:-

Disbursement	Payee	Amount (£)	
		Pre	Post
Specific Bond	Insolvency Risk Services		24.00
Statutory Advertising	TMP (UK) Limited	79.00	158.00
		79.00	182.00

No disbursements have been drawn.

FURTHER INFORMATION ON FEES AND DISBURSEMENTS

A schedule of Live Recoveries' fees and disbursements from 01 June 2016 is attached at Appendix III. Scale rates may increase from time to time over the period of administration on each insolvency case. Although the firm has recently reviewed its fees and disbursements policy, the amendments to the same do not affect this case.

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 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 creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Liquidator's fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

OTHER PROFESSIONALS / AGENTS EMPLOYED

As Liquidator I have not instructed any other professionals.

CREDITOR RIGHTS

Opting Out

If you do not wish to receive any future documents regarding the insolvency proceedings, you may elect to become an opted out creditor at any time by notifying me in writing that you wish to opt out of receiving future documents. Once you have opted out, you will remain so, unless or until, you revoke your notice to opt out in writing. Please note that I am still required to notify you of certain aspects of the insolvency proceedings, in particular regarding dividends. Further information regarding opting out is enclosed.

Website

I intend to take advantage of the legislative provisions whereby I can put future documentation relating to the liquidation on to my firm's 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.

Guide to Fees

A copy of 'A Creditors Guide to Liquidators' Fees' published by the R3 is available on my firm's website on the 'Resources' link. Please note that there are different versions of the Guidance Notes, and in this case you should refer to the October 2015 version. A hard copy of both of these documents can be obtained on request from this office.

Further Information

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/>.

OTHER MATTERS

The Liquidation will remain open until certain pre closure administrative matters have been concluded. I estimate that this will take approximately 3 months and once resolved, the Liquidation will be finalised and my files will be closed.

Should you have any queries regarding this report, or the Liquidation in general, please contact Sarah Procter on 0844 870 9251.

At Live Recoveries we always strive to provide a professional and efficient service. However, I recognise that it is in the nature of insolvency proceedings for disputes to arise from time to time. As such, should you have any comments or complaints regarding the administration of this case, then in the first instance you should contact me at the address given in this letter

If you consider that I have not dealt with your comments or complaint appropriately you, then put details of your concerns in writing to our complaints officer, Margaret Walker, Live Recoveries, Wentworth House, 122 New Road Side, Horsforth, Leeds, LS18 4QB. This will formally invoke our complaints procedure and we will endeavour to deal with your complaint under the supervision of a senior member of staff unconnected with the appointment.

Yours faithfully



Martin P Halligan
Liquidator

**24-7 Accountancy Services Ltd
(In Liquidation)**

LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 06/05/2016 To 05/05/2017 £	From 06/05/2016 To 05/05/2017 £
RECEIPTS			
		0.00	0.00
PAYMENTS			
Trade & Expense Creditors	(18,000.00)	0.00	0.00
HM Revenue & Customs - VAT	(16,000.00)	0.00	0.00
HM Revenue & Customs - CT	(1.00)	0.00	0.00
Director	(500.00)	0.00	0.00
Stephen Farman	(500.00)	0.00	0.00
Ordinary Shareholders	(2.00)	0.00	0.00
		0.00	0.00
Net Receipts/(Payments)		0.00	0.00

MADE UP AS FOLLOWS

0.00	0.00
------	------



24.7 ACCOUNTANCY SERVICES LIMITED - IN LIQUIDATION

**Time Costs Summary
06 May 2016 to 05 May 2017**

<i>Classification of Work Function</i>	<i>Director</i>	<i>Senior Manager</i>	<i>Manager</i>	<i>Other Seniors</i>	<i>Assistants</i>	<i>Total Hours</i>	<i>Total Cost (£)</i>	<i>Average Hourly Rate (£)</i>
Creditors	0.00	0.00	0.30	0.50	0.50	0.80	216.50	270.63
Investigations	0.40	0.00	1.40	4.40	0.00	6.20	1630.00	262.90
TOTAL	0.40	0.00	1.70	4.90	0.50	7.00	1846.50	263.79

24-7 ACCOUNTANCY SERVICES LTD - CREDITORS VOLUNTARY LIQUIDATION

Time Costs Summary Estimated								
Classification of Work Function	Director	Senior Manager	Manager	Other Seniors	Assistants	Total Hours	Total Cost (£)	Average Hourly Rate (£)
Creditors	0.10	0.00	0.10	0.00	2.00	2.20	260.00	118.18
Investigations	0.60	0.00	1.10	5.70	0.00	7.40	1852.50	250.34
TOTAL	0.70	0.00	1.20	5.70	2.00	9.60	2112.50	368.52

PRACTICE FEE RECOVERY POLICY FOR LIVE RECOVERIES (FROM 01 JUNE 2016)

Introduction

The Insolvency (Amendment) Rules 2015 allows different fee bases to be used for different tasks within the same appointment. The fee basis, or combination of bases, set for a particular appointment is/are subject to approval, generally by a committee if one is appointed by the creditors, failing which the creditors in general meeting, or the Court.

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/>. Details about how an office holder's fees may be approved for each case type are available in a series of guides issued with Statement of Insolvency Practice 9 (SIP 9) and can be accessed at www.liverecoveries.com. Alternatively a hard copy may be requested from Live Recoveries. Please note, however, that the guides have not yet been updated for the revised legislation, so we have provided further details in this policy document.

Once the basis of the office holder's remuneration has been approved, a periodic report will be provided to any committee and also to each creditor. The report will provide a breakdown of the remuneration drawn. If approval has been obtained for remuneration on a time costs basis, i.e. by reference to time properly spent by members of staff of the practice at our standard charge out rates, the time incurred will also be disclosed, whether drawn or not, together with the average, or "blended" rates of such costs. Under the legislation, any such report must disclose how creditors can seek further information and challenge the basis on which the fees are calculated and the level of fees drawn in the period of the report. Once the time to challenge the office holder's remuneration for the period reported on has elapsed, then that remuneration cannot subsequently be challenged.

Fixed fee

The legislation allows fees to be charged at a set amount. Different set amounts can be used for different tasks. A report accompanying any fee request will set out the set fee that we proposed to charge and the work covered by that remuneration, as well as the expenses that will be, or are likely to be, incurred. Expenses can be incurred without approval, but must be disclosed to help put the remuneration request into context.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If the basis of remuneration has been approved on a fixed fee basis then an increase in the amount of the fixed fee can only be approved by the committee or creditors (depending upon who approved the basis of remuneration) in cases where there has been a material and substantial change in the circumstances that were taken into account when fixing the original level of the fixed fee. If there has not been a material and substantial change in the circumstances then an increase can only be approved by the Court.

Percentage basis

The legislation allows fees to be charged on a percentage of the value of the property with which the office holder has to deal (realisations and/or distributions). Different percentages can be used for different assets or types of assets. A report accompanying any fee request will set out the potential assets in the case, the remuneration percentage proposed for any realisations and the work covered by that remuneration, as well as the expenses that will be, or are likely to be, incurred. Expenses can be incurred without approval, but must be disclosed to help put the remuneration request into context.

The percentage approved in respect of realisations will be charged against the assets realised, and where approval is obtained on a mixture of bases, any fixed fee and time costs will then be charged against the funds remaining in the liquidation after the realisation percentage has been deducted.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If the basis of remuneration has been approved on a percentage basis then an increase in the amount of the percentage applied can only be approved by the committee or creditors (depending upon who approved the basis of remuneration) in cases where there has been a material and substantial change in the circumstances that were taken into account when fixing the original level of the percentage applied. If there has not been a material and substantial change in the circumstances then an increase can only be approved by the Court.

Time cost basis

When charging fees on a time costs basis we use charge out rates appropriate to the skills and experience of a member of staff and the work that they perform. This is combined with the amount of time that they work on each case, recorded in 6 minute units with supporting narrative to explain the work undertaken.

Chargeout Rates

Grade of staff	Current charge-out rate per hour £
Director/Partner	400
Senior Manager	350
Manager	300
Administrator	225
Assistant	95

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time. The work is generally recorded under the following categories:

- Administration and Planning.
- Investigations.
- Realisation of Assets.
- Creditors.
- Trading
- Case specific matters.

We only intend to seek time costs for the following categories:

- Investigations
- Creditors
- Distributions
- Trading

When we seek time costs approval we have to set out a fees estimate. That estimate acts as a cap on our time costs so that we cannot draw fees of more than the estimated time costs without further approval from those who approved our fees. When seeking approval for our fees, we will disclose the work that we intend to undertake, the hourly rates we intend to charge for each part of the work, and the time that we think each part of the work will take. We will summarise that information in an average or "blended" rate for all of the work being carried out within the estimate. We will also say whether we anticipate needing to seek approval to exceed the estimate and, if so, the reasons that we think that may be necessary.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If we subsequently need to seek authority to draw fees in excess of the estimate, we will say why we have exceeded, or are likely to exceed the estimate; any additional work undertaken, or proposed to be undertaken; the hourly rates proposed for each part of the work; and the time that the additional work is expected to take. As with the original estimate, we will say whether we anticipate needing further approval and, if so, why we think it may be necessary to seek further approval.

Agent's Costs

Charged at cost based upon the charge made by the Agent instructed, the term Agent includes:

- Solicitors/Legal Advisors
- Auctioneers/Valuers
- Accountants
- Quantity Surveyors
- Estate Agents
- Other Specialist Advisors

The office holder will provide details of expenses to be incurred, or likely to be incurred, when seeking fee approval. When reporting to the committee and creditors during the course of the insolvency appointment the actual expenses incurred will be compared with the original estimate provided.

Disbursements

In accordance with SIP 9 the basis of disbursement allocation in respect of disbursements incurred by the Office Holder in connection with the administration of the estate must be fully disclosed to creditors. Disbursements are categorised as either Category 1 or Category 2.

Category 1 expenses are directly referable to an invoice from a third party, which is either in the name of the estate or Live Recoveries; in the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the estate. These disbursements are recoverable in full from the estate without the prior approval of creditors either by a direct payment from the estate or, where the firm has made payment on behalf of the estate, by a recharge of the amount invoiced by the third party. Examples of category 1 disbursements are statutory advertising, external meeting room hire, external storage, specific bond insurance and Company search fees.

Category 2 expenses are incurred by the firm and recharged to the estate; they are not attributed to the estate by a third party invoice and/or they may include a profit element. These disbursements are recoverable in full from the estate, subject to the basis of the disbursement charge being approved by creditors in advance. Examples of category 2 disbursements are photocopying, internal room hire, internal storage and mileage.

It is proposed that the following Category 2 disbursements are recovered:

Disbursement Type		Basis of Charge
Mileage		75p per mile
Creditor Circulars (incl. stationery, printing and postage)		At Cost

INFORMATION TO CREDITORS ON OPTING OUT

24-7 ACCOUNTANCY SERVICES LTD - IN CREDITORS VOLUNTARY LIQUIDATION

Company Number 07196708

Notice is given by Martin Paul Halligan to the creditors of 24-7 Accountancy Services Ltd that creditors have the right to elect to opt out of receiving further communication about the insolvency procedure under rule 1.39 of The Insolvency (England and Wales) Rules 2016.

Any creditor may elect to become an opted-out creditor at any time, by delivering a dated notice of the request, in writing to me.

A creditor becomes an opted-out creditor when the notice is delivered to me.

Any creditor who elects to opt-out remains as such for the duration of the proceedings unless the opt out is revoked by a further notice in writing, dated and delivered to me.

A creditor ceases to be an opted-out creditor when the notice is received by me.

The opt out will not apply to the following:

- (i) a notice which the Insolvency Act 1986 requires to be delivered to all creditors without expressly excluding opted-out creditors;
- (ii) a notice of a change in the office-holder or a notice of a change in my contact details, or
- (iii) a notice of a dividend or proposed dividend or a notice which the court orders to be sent to all creditors or all creditors of a particular category to which the creditor belongs;

Opting-out will not affect a creditor's entitlement to receive dividends should any be paid to creditors

Opting-out will not affect creditors' rights to vote in a decision procedure or participate in a deemed consent procedure, although any creditor who opts-out will not receive notice of it.

Any creditor who opts out will be treated as having opted out in respect of consecutive insolvency proceedings of a different kind in respect of the same company.

Creditors requiring further information regarding the above, should contact me as set out in my report.

Signed



Martin P Halligan, Liquidator

Dated: 14 June 2017

Notice to office holder to opt out of further correspondence

Name of creditor: _____

I, the above named, give notice that I elect to become an opted-out creditor and no longer wish to receive communication relating to the insolvency proceedings of 24-7 Accountancy Services Ltd.

Signature of creditor: _____

Date:

Notice to office holder to revoke opt out

Name of creditor: _____

I, the above named, give notice that I wish to revoke the notice of opt out and require receipt of future communication relating to the insolvency proceedings of 24-7 Accountancy Services Ltd.

Signature of creditor: _____

Date:

NOTICE OF USE OF WEBSITE TO DELIVER FUTURE DOCUMENTS

24-7 ACCOUNTANCY SERVICES LTD - IN CREDITORS' VOLUNTARY LIQUIDATION

Company Number 07196708

Notice is given by Martin Halligan, the Liquidator, to the creditors of 24-7 Accountancy Services Ltd, 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 at www.liverecoveries.com/24-7-accountancy

1. Future documentation will be made available for viewing and downloading using T0295287, 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 0844 870 9251, or by email at or in writing at Wentworth House, 122 New Road Side, Horsforth, Leeds, LS18 4QB.
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 as set out in my report.

Signed



Martin P Halligan, Liquidator

Dated: 14 June 2017