

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 0 8 4 1 3 5 9 2

Company name in full Aminori Limited

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

2 Liquidator's name

Full forename(s) Jason

Surname Callender

3 Liquidator's address

Building name/number Olympia House

Street Armitage Road

Post town London

County/Region

Postcode N W 1 1 8 R Q

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.

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Notice of progress report in voluntary winding up

6	Period of progress report																
From date	^d	1	^d	7	^m	1	^m	2	^y	2	^y	0	^y	1	^y	9	
To date	^d	1	^d	6	^m	1	^m	2	^y	2	^y	0	^y	2	^y	0	
7	Progress report																
<input checked="" type="checkbox"/> The progress report is attached																	
8	Sign and date																
Liquidator's signature	<div>Signature</div> <div>X  X</div>																
Signature date	^d	0	^d	5	^m	0	^m	2	^y	2	^y	0	^y	2	^y	1	

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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 **Paul Tomasino**

Company name **Panos Eliades Franklin & Co**

Address **Olympia House**

Armitage Road

Post town **London**

County/Region

Postcode **N W 1 1 8 R Q**

Country

DX

Telephone **0208 731 6807**



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

Liquidator's Annual Progress Report to Creditors & Members

**Aminori Limited
- In Liquidation**

5 February 2021

AMINORI LIMITED - IN LIQUIDATION

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AMINORI LIMITED - IN LIQUIDATION

1 Introduction and Statutory Information

- 1.1 I, Jason Callender of Panos Eliades Franklin & Co, Olympia House, Armitage Road, London, NW11 8RQ, was appointed as Liquidator of Aminori Limited (the **Company**) on 17 December 2019. This progress report covers the period from 17 December 2019 to 16 December 2020 (**the Period**) and should be read in conjunction with any previous progress reports which have been issued.
- 1.2 Information about the way that we will use, and store personal data on insolvency appointments can be found at <https://www.pefandco.com/privacy-policy/>. If you are unable to download this, please contact us and a hard copy will be provided to you.
- 1.3 The principal trading address of the Company was Croft Chambers, 11 Bancroft, Hitchin, Hertfordshire, SG5 1JQ.
- 1.4 The registered office of the Company has been changed to Olympia House, Armitage Road, London, NW11 8RQ and its registered number is 08413592.

2 Receipts and Payments

- 2.1 At Appendix A is my Receipts and Payments Account covering the Period of this report
- 2.2 In Section 3 below, you will find an update on the progress made during the Period in realising the Company's assets and dealing with its affairs.

3 Progress of the Liquidation

- 3.1 This section of the report provides creditors with an update on the progress made in the liquidation during the Period and an explanation of the work done by the Liquidator and his staff.

Administration (including statutory compliance & reporting)

- 3.2 An office holder must comply with certain statutory obligations under the Insolvency Act 1986 and other related legislation. Details about the work I anticipated would need to be done in this area was outlined to creditors in my initial fees estimate/information.
- 3.3 Where the costs of statutory compliance work or reporting to creditors exceeds the initial estimate, it will usually be because the duration of the case has taken longer than anticipated, possibly due to protracted asset realisations, which have in turn placed a further statutory reporting requirement on the Liquidator.
- 3.4 As noted in my initial fees estimate/information, this work will not necessarily bring any financial benefit to creditors, but is required on every case by statute.

Realisation of Assets

Chattel Assets

- 3.5 Computer Equipment and Stock had estimated realisable values of £120 and £5,000 respectively. I instructed an independent professional Agent, Rabbow & Co LLP, to provide a desk-top valuation who advised that the items concerned were of no value and that the costs of collection and storage of such items would likely outweigh any ex-situ sale. The Director, nor any other party, expressed an interest in purchasing the assets and my agent confirmed a sale could not be achieved in this regard.

Director's Loan Account

- 3.6 This has a book value of £14,760 with an uncertain estimated to realise value as per the Statement of Affairs. The Director advised at the commencement of the Liquidation that he was unable to repay the loan and it would very much depend on future income. The Director provided a sworn Statement of Means evidencing his financial position, from which it was apparent the Director did not have personal assets to settle the outstanding balance. It was evident that any settlement would indeed be dependent upon future earnings and following negotiation and careful consideration, it was agreed that the Director would repay the sum of £11,000 in full and final settlement, paid in monthly instalments of £916.66. The sum of £9,166.60 has been received to date, with two instalments remaining.

Rent Deposit

- 3.7 It was not anticipated a realisation would be achieved in respect of the rent deposit with a book value of £375 and I can confirm this has been retained by the landlord due to rent arrears.

Creditors (claims and distributions)

- 3.8 Further information on the anticipated outcome for creditors in this case can be found at section 3 of this report. A Liquidator is not only required to deal with correspondence and claims from unsecured creditors (which may include retention of title claims), but also those of any secured and preferential creditors of the Company. This may involve separate reporting to any secured creditor and dealing with distributions from asset realisations caught under their security, most typically a debenture.
- 3.9 Claims from preferential creditors typically involve employee claims and payments made on behalf of the Company by the Redundancy Payments Service following dismissal. There are no preferential creditors.
- 3.10 The above work will not necessarily bring any financial benefit to creditors generally, however a Liquidator is required by statute to undertake this work. Similarly, if a distribution is to be paid to any class of creditor, work will be required to agree those claims and process the dividend payments to each relevant class of creditor. The more creditors a company has, the more time and cost will be involved by the Liquidator in dealing with those claims.

Investigations

- 3.11 Some of the work the Liquidator is required to undertake is to comply with legislation such as the Company Directors' Disqualification Act 1986 (**CDDA 1986**) and Statement of Insolvency Practice 2 – Investigations by Office Holders in Administration and Insolvent Liquidations and may not necessarily bring any financial benefit to creditors, unless these investigations reveal potential asset recoveries that the Liquidator can pursue for the benefit of creditors.
- 3.12 I can confirm that I have submitted a report on the conduct of the Directors of the Company to the Department for Business, Energy & Industrial Strategy under the CDDA 1986. As this is a confidential report, I am unable to disclose the contents.
- 3.13 Shortly after appointment, I made an initial assessment of whether there could be any matters that might lead to recoveries for the estate and what further investigations may be appropriate. This assessment took into account any information provided by creditors. My investigations have not revealed any issues requiring further report or any further potential recoveries which could be pursued for the benefit of creditors.

4 Creditors

Secured Creditors

- 4.1 The Company did not grant fixed or floating charges over the Company's assets to any secured creditors and no distributions have been made to such creditors as a result in the liquidation.

AMINORI LIMITED - IN LIQUIDATION

Preferential Creditors

- 4.2 There are no preferential creditors.

Unsecured Creditors

- 4.3 The Statement of Affairs included 6 creditors with an estimated total liability of £96,343.53. I received one claim totalling £3,901.25.
- 4.4 No floating charges were granted to secured creditors by the Company. Accordingly, there was no requirement under s176A of the Insolvency Act 1986 to create a fund out of the Company's net floating charge property for unsecured creditors, known as the Prescribed Part.
- 4.5 I can confirm that there are insufficient funds available to pay a dividend to Creditors and notice is hereby given in accordance with Insolvency Rule 14.36 that no dividend will be declared to any class of Creditor.

5 Liquidator's Remuneration

- 5.1 On 18 December 2019 I sought approval for the following two decisions:

That the Liquidator's fees be fixed by reference to the time properly given by him and his staff in attending to matters as set out in the enclosed fees estimate, such time to be charged at the prevailing standard hourly charge out rates of Panos Eliades Franklin & Co at the time when the work is performed; and

That the Liquidator be authorised to draw "Category 2" disbursements to be fixed as set out in the enclosed expenses estimate.

- 5.2 Approval was not obtained and I am therefore seeking approval from creditors for a second time. Time costs from the date of appointment total £11,030 representing 35.70 hours at an average hourly rate of £308.96. Time costs are attached at Appendices B and C. I anticipate that time costs involved in bringing the Liquidation to a conclusion will be £4,977.50 as is detailed in the enclosed fees estimate attached at Appendix I. I am now seeking fee approval in the amount of £16,007.50.
- 5.3 If fee approval is not obtained, I will seek approval from the Court in accordance with Rule 18.23 of The Insolvency (England and Wales) Rules 2016. Please note that my fees estimate has not included the costs associated with such an application.
- 5.4 A Notice of Decision Procedure and Vote by Correspondence form are also enclosed for this purpose and the process for voting by correspondence is as detailed in the enclosed notice.
- 5.5 A copy of 'A Creditors' Guide to Liquidators' Fees' is available on request or can be downloaded from the following link:
- <https://www.r3.org.uk/media/documents/publications/professional/Liquidations%20Creditor%20Fee%20Guide%20April%202017.pdf>
- 5.6 Attached as Appendix E is additional information in relation to the Liquidator's fees, expenses and disbursements, including where relevant, information on the use of subcontractors and professional advisers.

6 Creditors' Rights

- 6.1 Within 21 days of the receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing that

AMINORI LIMITED - IN LIQUIDATION


the Liquidator provides further information about his remuneration or expenses which have been itemised in this progress report.

- 6.2 Any secured creditor, or an unsecured creditor (with the concurrence of at least 10% in value of the unsecured creditors) may within 8 weeks of receipt of this progress report make an application to court on the grounds that, in all the circumstances, the basis fixed for the Liquidator's remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the Liquidator, as set out in this progress report, are excessive.

7 Next Report

- 7.1 I am required to provide a further report on the progress of the liquidation within two months of the next anniversary of the liquidation, unless I have concluded matters prior to this, in which case I will write to all creditors with my final account.
- 7.2 If you have any queries in relation to the contents of this report, please contact Eleonora Marmor by telephone on 020 8731 6807 or by email at mail@pefnadco.com.

Yours faithfully



Jason Callender
Liquidator

AMINORI LIMITED - IN LIQUIDATION

Appendix A

Receipts and Payments Account for the Period from 17 December 2019 to 16 December 2020

**AMINORI LIMITED - IN CREDITORS VOLUNTARY LIQUIDATION
LIQUIDATOR'S SUMMARY OF RECEIPTS & PAYMENTS**

FROM 17 DECEMBER 2019 TO 16 DECEMBER 2020

S of A £		From 17/12/19	From 17/12/19
		To 16/12/20	To 16/12/20
ASSET REALISATIONS			
120.00	Computer Equipment	NIL	NIL
5,000.00	Stock	NIL	NIL
NIL	Director's Loan Account	9,166.60	9,166.60
NIL	Rent Deposit	NIL	NIL
5,120.00		9,166.60	9,166.60
COST OF REALISATIONS			
	Administrative Software Fee	185.00	185.00
	Bordereau Premium	36.00	36.00
	Statutory Advertising	192.48	192.48
		(413.48)	(413.48)
UNSECURED CREDITORS			
(6,132.54)	Bank	NIL	NIL
(750.00)	Companies House Late Filing Penalty	NIL	NIL
(5,868.15)	Corporation Tax	NIL	NIL
(145.00)	PAYE/NIC	NIL	NIL
(26.73)	Trade Creditor	NIL	NIL
(83,421.11)	VAT	NIL	NIL
(96,343.53)		NIL	NIL
(91,223.53)		8,753.12	8,753.12

REPRESENTED BY

Aminori

8,753.12

8,753.12


Jason Callender
Liquidator

AMINORI LIMITED - IN LIQUIDATION

Appendix B

Time Analysis for the Period from 17 December 2019 to 16 December 2020

Time Analysis for the Period from the 17 December 2019 to 16 December 2020

CVL712 - Aminori Limited
All Post Appointment Project Codes
From: 17/12/2019 To: 16/12/2020

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	0.00	7.30	3.30	2.20	12.80	4,511.00	352.42
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	8.00	8.00	1,870.00	233.75
Investigations	0.00	2.50	3.50	2.60	8.60	2,459.00	285.93
Realisation of Assets	0.00	0.70	0.00	0.50	1.20	407.00	339.17
Statutory Compliance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	0.00	10.50	6.80	13.30	30.60	9,247.00	302.19
Total Fees Claimed						0.00	
Total Disbursements Claimed						0.00	

AMINORI LIMITED - IN LIQUIDATION

Appendix C

Time Analysis for the Period from 17 December 2019 to 5 February 2021

Time Analysis for the Period from the 17 December 2019 to 5 February 2021

CVL712 - Aminori Limited
All Post Appointment Project Codes
From: 17/12/2019 To: 05/02/2021

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Admin & Planning	0.00	9.60	6.10	2.20	17.90	6,294.00	351.62
Case Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors	0.00	0.00	0.00	8.00	8.00	1,870.00	233.75
Investigations	0.00	2.50	3.50	2.60	8.60	2,459.00	285.93
Realisation of Assets	0.00	0.70	0.00	0.50	1.20	407.00	339.17
Statutory Compliance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Hours	0.00	12.80	9.60	13.30	35.70	11,030.00	308.96
Total Fees Claimed						0.00	
Total Disbursements Claimed						0.00	

AMINORI LIMITED - IN LIQUIDATION

Appendix D

Detailed list of work undertaken for the Period

Detailed information about the tasks undertaken by the Liquidator and his staff during the review period is set out below.

General Description	
STATUTORY AND GENERAL ADMINISTRATION	
Statutory/advertising	Filing of documents to meet statutory requirements Quarterly VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Document maintenance/file review/checklist	Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries
Bank account administration	Opening estate bank account Bank account reconciliations Correspondence with bank regarding specific issues Maintenance of the estate cash book Banking remittances and issuing cheques
Planning / Review	Periodic file reviews documenting case strategy and case progression
Pension scheme	Identifying whether there is a pension scheme
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report and general reports to creditors
Meeting of Creditors	Preparation of initial report to creditors Advertisement of meeting and Liquidator's appointment Draft minutes of meetings Responding to queries and questions following meeting
INVESTIGATIONS	
SIP 2 Review	Collection and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Preparation of deficiency statement Review of specific transactions and liaising with directors regarding certain transactions
Statutory reporting on conduct of director(s)	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary report if required Assisting the Insolvency Service with its investigations
REALISATION OF ASSETS	
Cash at Bank	Review account closing bank statements Apply to Bank for balance on account
Furniture and Equipment	Liaising with valuers Reviewing asset listings
Director's Loans Account	Determining directors financial position and negotiating payment terms

AMINORI LIMITED - IN LIQUIDATION

General Description	
CREDITORS AND DISTRIBUTIONS	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via facsimile, email and post
Dealing with proofs of debt	Receipting and filing POD when not related to a dividend

Appendix E

Additional Information in Relation to the Liquidator's Fees, Expenses & Disbursements

1 Staff Allocation and the Use of Sub-Contractors

- 1.1 The general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.
- 1.2 The constitution of the case team will usually consist of a Partner, a Manager, and an Administrator or Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment.
- 1.3 We are not proposing to utilise the services of any sub-contractors in this case.

2 Professional Advisors

- 2.1 On this assignment we have used the professional advisors listed below. We have also indicated alongside, the basis of our fee arrangement with them, which is subject to review on a regular basis.

Name of Professional Advisor	Basis of Fee Arrangement
Rabbow & Co LLP (valuation and disposal advice)	NA

- 2.2 Rabbow & Co LLP are members of the National Association of Valuers & Auctioneers and were chosen due to their insolvency specialism efficiency, taking into consideration the size and locality of the Company.
- 2.3 No fee has been charged to date as no realisation has been achieved from assets.

3 Liquidator's Expenses & Disbursements

- 3.1 An analysis of the expenses paid to the date of this report, together with those incurred but not paid at the date of this report is provided below:

	Paid in prior period £	Paid in the period covered by this report £	Incurred but not paid to date £	Total anticipated cost £
Statutory advertising		192.48		192.48
Specific penalty bond		36.00		36.00
Administrative Software Fee		185.00		185.00

- 3.2 Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement to a case generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by personnel in connection with the case. These disbursements are included in the tables of expenses above.
- 3.3 Category 2 disbursements do require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage

AMINORI LIMITED - IN LIQUIDATION

or business mileage. Details of Category 2 disbursements charged by this firm (where appropriate) were provided at the time the Liquidator's fees were approved by creditors. Any Category 2 disbursements incurred are specifically highlighted in the tables of expenses above.

4 Charge-Out Rates

- 4.1 Panos Eliades Franklin & Co's current charge-out rates effective from 1 January 2021 are detailed below. Please note this firm records its time in minimum units of 6 minutes.

Grade of staff	Charge-out rate (£ per hour) From 1 January 2021
Partners/Office Holders	420 – 575
Managers	410
Senior Administrators/Cashiers	300
Semi-Senior Administrators/Support Staff	240
Junior Administrators	140

NOTICE OF DECISION(S) BEING SOUGHT BY CORRESPONDENCE (A DECISION PROCEDURE)

Pursuant to S246ZE of the Insolvency Act 1986 and Rule 15.8 of Part 15 of the Insolvency (England and Wales) Rules 2016 (**the Rules**).

DENLEYS CATERING LTD DENLEY'S ESSENCE OF INDIA (the Company) - In Creditors' Voluntary Liquidation
Registered Number - 12365223

THE PROPOSED DECISIONS

The following decisions are proposed by the Liquidator (**the Convener**) as decisions to be made by the Company's creditors by correspondence:

1. That the basis of the Liquidator's remuneration be fixed by time costs as detailed in the fees estimate/information provided to creditors with this Notice.
2. That the Liquidator be authorised to draw Category 2 disbursements in accordance with his firm's published tariff, provided to creditors with this Notice.
3. Whether a liquidation committee should be established if sufficient creditors are willing to be members of a committee and if so, who the creditors' wish to nominate for membership of the committee.

ENSURING YOUR VOTES ON THE PROPOSED DECISIONS ARE COUNTED

In order for votes on the Proposed Decisions to be counted, a creditor must have delivered the **Voting Form** accompanying this Notice, together with a proof of debt in respect of their claim to the Convener (unless already submitted), whose contact details are below, on or before 15 February 2021 (**the Decision Date**), failing which their votes will be disregarded.

Appeal of Convener's decision

Pursuant to Rule 15.35 of the Rules, any creditor may apply to the court to appeal a decision of the Convener. However, an appeal must be made within 21 days of the Decision Date.

Creditors' committee - nominations

Although creditors did not make the decision to establish a liquidation committee on my appointment, I am required under insolvency legislation to invite creditors to decide whether one should be established each time I seek a decision from them.

A decision on this matter is therefore included on the Voting Form. Any nominations for membership of the committee must be received by the Convener on or before the Decision Date and will only be accepted if the Convener is satisfied as to the nominee's eligibility to be a member of such committee under Rule 17.4 of the Rules. Please note that nominations for membership can also be made on the Voting Form accompanying this notice.

Under Rule 17.4, a creditor is eligible to be a member of such a committee if the creditor has proved for a debt, the debt is not fully secured and the proof has not been wholly disallowed for voting purposes or wholly rejected for the purpose of distribution or dividend. Please note that a person cannot be a member as both a creditor and a contributory and whilst a body corporate may be a member of a creditors' committee, it can only act through a representative appointed under Rule 17.17.

Creditors with a small debt

Any creditor whose debt is treated as a small debt (less than £1,000 inclusive of VAT) must still deliver a proof of debt in respect of their claim with their Voting Form if they wish to vote on the Proposed Decisions.

Creditors who have opted out of receiving notices

Any creditor who has opted out of receiving notices but still wishes to vote on the Proposed Decisions is entitled to do so. However, they must have delivered a completed Voting Form, together with a proof in respect of their claim (unless one has already been submitted) to the Convener, whose contact details are below, by no later than the Decision Date, failing which their votes will be disregarded.

Request for a physical meeting

Insolvency legislation also provides that creditors who meet certain thresholds, namely 10% in value of creditors, 10% in number of creditors or 10 creditors, may require a physical meeting to be held to consider the Proposed Decisions. Such a request must be made in writing to the Convener within five business days from 27 January 2021 and should be accompanied by a proof of debt (unless already submitted).

Contact details

Documents required to be delivered to the Convener pursuant to this notice can be sent by post to the Liquidator at Panos Eliades Franklin & Co, Olympia House, Armitage Road, London, NW11 8RQ or alternatively by email to mail@pefandco.com. Any person who requires further information may contact Pauline Housden by telephone on 020 8731 6807 or alternatively by e-mail at phousden@pefandco.com.

Dated: 5 February 2021



Signed:

Jason Callender
Liquidator

Voting Form (Creditors' Voluntary Winding Up)

Name of Company
Aminori Limited

Company number
08413592

Please indicate whether you are in favour or against each of the decisions set out below and return this form with a proof of debt (if not already submitted) to Panos Eliades Franklin & Co, Olympia House, Armitage Road, London, NW11 8RQ, on or before **1 March 2021** (the **Decision Date**) in order that approval may be determined.

		In Favour (✓)	Against (✓)
1	That the remuneration of the Liquidator be agreed on the basis of time spent by the Liquidator and his staff attending to matters arising in the Liquidation is set out in the SIP9s and post appointment remuneration estimate. The Liquidator be authorised to draw remuneration on account of costs incurred as and when funds permit		
1	That the Liquidator be authorised to draw Category 2 disbursements in accordance with his firm's published tariff, details of which accompanied the decision notice		

Liquidation Committee

The Insolvency Rules require that where a decision is sought from creditors, it is necessary to invite creditors to decide on whether a liquidation committee should be established. The Insolvency Rules also state that where the creditors decide that a creditors' committee should be established, it cannot be established unless it has at least three (and no more than five) members. Therefore, if you believe a liquidation committee should be established, please nominate below a member who is prepared to represent you as a member of the committee.

I am seeking that a liquidation committee be established

YES / NO*

*delete as applicable

I wish to nominate _____ (insert name)

Representing _____ (insert name of creditor)

to be a member of the committee

Please complete the section below before returning the form

Name of Creditor	
Signature on behalf of creditor	
Position with creditor or relationship to creditor or other authority for signature - please indicate	
Is the signatory the sole member of a body corporate?	YES / NO
Date of signing	

Proof of Debt Form

Aminori Limited		
1	Creditor Name (If a company, please also state company registration number)	
2	Address of creditor for correspondence	
3	Email address for creditor	
4	Total amount of claim, including VAT and outstanding uncapitalised interest <i>Note: Any trade or other discounts (except discount for immediate or early settlement) which would have been available to the company but for the insolvency proceedings should be deducted from the above claim where relevant. Where any payment is made in relation to the claim or set-off applied after date of winding-up, this should be deducted</i>	£
5	If the amount in 4 above includes outstanding uncapitalised interest, please state the amount	£
6	Details of any documents by reference to which the debt can be substantiated (please attach copies)	
7	Particulars of how and when the debt was incurred by the Company	
8	Particulars of any security held, the value of the security, and the date it was given	Value = £ Date given / /
9	Particulars of any reservation of title claimed, in respect of goods supplied to which the claim relates	
10	Signature of creditor or person authorised to act on his behalf	
11	Name in BLOCK CAPITALS	
12	Date	
13	Position with or in relation to creditor Address of person signing (if different from 2 above)	

Aminori Limited (the Company)

Fees Information in accordance with The Insolvency (England and Wales) Rules 2016 and Statement of Insolvency Practice 9

Fees Overview

Prior to an insolvency practitioner agreeing the basis of his remuneration as liquidator, details of the work proposed to be done and the expenses it is considered will be, or are likely to be, incurred in dealing with a company's affairs must be provided to creditors.

In addition, where the liquidator proposes to take all or any part of this remuneration based on the time he and his staff will spend dealing with the affairs of the insolvent company, a **fees estimate** must also be provided. This will outline the anticipated cost of that work, how long it is anticipated the work will take and whether any further approvals may be needed from creditors in due course.

It should be noted that a **fees estimate** may be provided to a particular milestone or for a designated period in a case, where it is not possible to accurately estimate the work that will need to be done at the outset.

Creditors should be aware that the **fees estimate** is based on all of the information available now and may be subject to change due to unforeseen circumstances that may arise during the liquidation. If it is considered that the **fees estimate** will be exceeded, the liquidator will provide an update and seek approval to increase the previously agreed **fees estimate**.

Work anticipated and the likely return to creditors

Some of the work undertaken by an insolvency practitioner is required by statute and may not necessarily provide a financial benefit to creditors. Examples of this work include investigations required by Statement of Insolvency Practice 2 and the Company Directors Disqualification Act 1986 or dealing with the claims of former employees via the National Insurance Fund.

Where the work to be done is anticipated to produce a financial benefit to creditors, this will be stated and it may be necessary for the liquidator to instruct third parties to assist in this process because of a particular expertise that the third party may bring such as valuation, tax or legal advice.

Where it is practical to do so, a liquidator will provide an indication of the likely return to creditors when seeking approval for the basis of his remuneration. Again due to the complex nature of the work undertaken by insolvency practitioners and the uncertainties that may exist in relation to the realisation of a company's assets at the outset of a case, this may not be possible. A liquidator is however, required by statute to provide periodic reports to creditors on the progress of a case which will include an update as to the likely return creditors may expect.

Proposed Fee Basis

In this case, it is being proposed that the basis of my remuneration as liquidator will be based on the time spent by me and my staff in dealing with the Company's affairs. Attached to this document is my **SIP9 and fees estimate in bringing the Liquidation to a conclusion**, together with an explanation of the work I have undertaken and propose undertaking.

Each part of the work to be undertaken will necessarily require different levels of expertise and therefore related cost. In order to aid understanding, for the purposes of my **fees estimate**, I have indicated an average blended rate of the grades of staff such as myself, the case manager, the case administrator and cashier when estimating the total hours to be spent on each part of the work.

This **fees estimate** is produced on the basis of all the work I currently propose will be necessary in the liquidation. If I consider the **fees estimate** will be exceeded I will notify creditors accordingly, provide a revised estimate and seek further approval for my increased fees.

Each part of the work to be undertaken will necessarily require different levels of expertise and therefore related cost. In order to aid understanding, for the purposes of my **fees estimate**, I have indicated an average blended rate of the grades of staff such as myself, the case manager, the case administrator and cashier when estimating the total hours to be spent on each part of the work.

Outline of work to be done by the liquidator

Below are details of the work I propose undertaking in support of the above **fees estimate** for the liquidation:

Administration (including statutory compliance & reporting)

Liquidators are required to carry out certain tasks in nearly every insolvency assignment, namely administrative duties and dealing with the Company's creditors. Whilst these tasks are required by statute or regulatory guidance, or are necessary for the orderly conduct of the proceedings, they do not necessarily produce any direct financial benefit for creditors, but nonetheless still have to be undertaken.

This work includes:

- Preparing and issuing annual progress reports to members and creditors
- Lodging periodic returns with the Registrar of Companies for the liquidation
- Complying with statutory duties in respect of the liquidator's specific penalty bond
- Establishing and holding periodic meetings of the liquidation committee and associated filing formalities (if a committee is appointed)
- Securing the Company's books and records
- Pension regulatory reporting and auto-enrolment cancellation
- Periodic case progression reviews (typically every 6 months)
- Opening, maintaining and managing the liquidation estate cashbook and bank account(s)
- Dealing with all post-appointment VAT and corporation tax compliance
- Closing the liquidation and preparing and issuing the liquidator(s) final account to prescribed parties

Realisation of assets

Director's Loan Account

Corresponding with the director regarding payment of the directors' loan account.

Work done by the liquidator, his staff and any third parties engaged to assist the liquidator in realising the Company's assets will, it is anticipated, provide a financial benefit to creditors. This may involve realising assets to facilitate a distribution to secured creditors of the Company only (from which a Prescribed Part fund may be derived for the benefit of unsecured creditors) or may, depending on realisations and the extent of any 3rd party security, result in a distribution to the preferential and/or unsecured creditors of the Company. Further information on the likely outcome of the liquidation process will be provided in the liquidator's subsequent progress reports.

Creditors (claims and distributions)

As liquidator, I will deal with all secured, preferential and unsecured creditor correspondence and claims as received, including any claims of creditors under retention of title. I currently think that after taking into consideration the costs of realising the assets and dealing with the statutory formalities of the liquidation process and the related costs and expenses, that no dividend will be available to creditors in this case.

Investigations

As liquidator, I am required to conduct investigations into the conduct of the director(s) of the Company and transactions entered into prior to the Company's insolvency, as required by the Company Directors Disqualification Act 1986 and Statement of Insolvency Practice 2 (Investigations by Office Holders in Administrations and Insolvent Liquidations).

This work may not necessarily lead to any financial benefit to creditors yet is work I am required to undertake by statute. I have included the time I consider will be needed to comply with the above legislation within **Administration** above.

If however, my initial investigations reveal that further recoveries may be available for the insolvent estate, all work undertaken to pursue these recoveries will be estimated within this time category. At this stage, I do not foresee any substantial additional ongoing investigation.

Liquidator's Expenses

As also noted, I am required to provide creditors with details of the expenses I consider will be, or are likely to be, incurred in the liquidation. These may include expenses such as agent's costs for assisting in the disposal and realisation of the company's physical assets or other routine expenses associated with an insolvency case such as statutory advertising costs or the office holder's specific penalty bond.

Below is a summary of the expenses I consider will be, or are likely to be, incurred in this case. I will provide a further update in my first progress report to creditors at the anniversary of my appointment as liquidator or sooner, if the case is concluded beforehand.

Expense	Estimated cost £
<i>Agents' costs</i>	<i>£ 200 plus VAT</i>
<i>Statutory advertising</i>	<i>£173.30 Plus VAT</i>
<i>Specific penalty bond</i>	<i>£36.00</i>
<i>Postage</i>	<i>£10.80</i>
Category 2 disbursements charged by the firm:	
<i>Stationery, fax and telephone</i>	<i>£40 per annum</i>
<i>Photocopying</i>	<i>5p per sheet</i>
<i>Internal storage of company records</i>	<i>£3.70 per box per month</i>
<i>Internal storage of IP working papers</i>	<i>£3.70 per box per month</i>

Panos Eliades Franklin & Co's Charge-out rates and Category 2 disbursements policy

Attached to this document are details of my firm's current charge out rates and policy regarding the re-charge of Category 2 disbursements.

Category 2 disbursements require approval from creditors. These are costs which are directly referable to the appointment in question but are not payments which are made to an independent third party and may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis such as internal room hire, document storage or business mileage. Any Category 2 disbursements which this firm proposes to charge in this case are reflected in the table of expenses above. Approval to charge these will be sought from creditors when the basis of my remuneration as liquidator is fixed.

It should be noted that my firm's charge-out rates may increase periodically. If any such increases impact on the **fees estimate** for the liquidation, creditors will be notified accordingly.

Liquidator's Fees Estimate

Below is my *fees estimate* for bringing the liquidation to a conclusion. The work the liquidator anticipates undertaking in relation to this estimate has been outlined above.

Classification of work	Partner	Manager	Senior Admin/ Cashier	Administrator & Support	Total Hours	Time Costs	Average Rate £/hour
Administration & Planning	2.00	3.00	2.00	1.00	8.00	3,015.00	376.88
Investigations	0.50	1.00	-	0.50	2.00	715.00	357.50
Realisation of Assets	-	0.50	-	-	0.50	205.00	410.00
Creditors	1.00	0.50	0.50	1.00	3.00	1,042.50	347.50
Total Hours	3.50	5.00	2.50	2.50	13.50		
Total Fees Claimed	1,702.50	2,050.00	750.00	475.00		4,977.50	