

AM02

Notice of statement of affairs in administration



Companies House

FRIDAY



A14

A8AHU9QY
26/07/2019
COMPANIES HOUSE

#196

1 Company details

Company number **11461825**
Company name in full **PHENIX HOLDINGS LIMITED**

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

2 Administrator's name

Full forename(s) **ORLA**
Surname **WALLACE**

3 Administrator's address

Building name/number **INSURANCE CHAMBERS**
Street **403 LISBURN ROAD**
Post town **BELFAST**
County/Region **ANTRIM**
Postcode **BT97EW**
Country **NORTHERN IRELAND**

4 Administrator's name

Full forename(s)
Surname

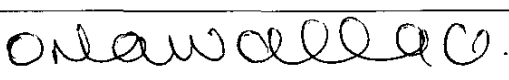
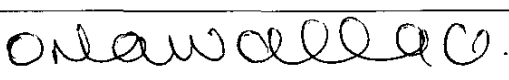
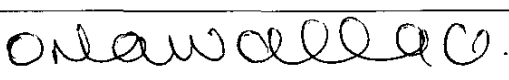
 **Other administrator**
Use this section to tell us about
another administrator.

5 Administrator's address

Building name/number
Street
Post town
County/Region
Postcode
Country

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

AM02
Notice of statement of affairs in administration

6	Attachment																	
	I have attached a copy of: ☒ Statement of affairs ☒ Statement of concurrence																	
7	Date of the statement of affairs																	
Date	<table border="1"><tr><td>d</td><td>1</td><td>d</td><td>5</td><td>m</td><td>0</td><td>m</td><td>6</td><td>y</td><td>2</td><td>y</td><td>0</td><td>y</td><td>1</td><td>y</td><td>9</td></tr></table>	d	1	d	5	m	0	m	6	y	2	y	0	y	1	y	9	
d	1	d	5	m	0	m	6	y	2	y	0	y	1	y	9			
8	Date of the statement of concurrence (if applicable)																	
Date	<table border="1"><tr><td>d</td><td>2</td><td>d</td><td>8</td><td>m</td><td>0</td><td>m</td><td>6</td><td>y</td><td>2</td><td>y</td><td>0</td><td>y</td><td>1</td><td>y</td><td>9</td></tr></table>	d	2	d	8	m	0	m	6	y	2	y	0	y	1	y	9	
d	2	d	8	m	0	m	6	y	2	y	0	y	1	y	9			
9	Sign and date																	
Administrator's Signature	<table border="1"><tr><td>Signature</td><td> ✕  ✕ </td><td></td></tr></table>	Signature	✕  ✕															
Signature	✕  ✕																	
Signature date	<table border="1"><tr><td>d</td><td>2</td><td>d</td><td>3</td><td>m</td><td>0</td><td>m</td><td>7</td><td>y</td><td>2</td><td>y</td><td>0</td><td>y</td><td>1</td><td>y</td><td>9</td></tr></table>	d	2	d	3	m	0	m	7	y	2	y	0	y	1	y	9	
d	2	d	3	m	0	m	7	y	2	y	0	y	1	y	9			

Company Winding-up – Statement of Affairs

STATEMENT OF CONCURRENCE

Company name **PHENIX HOLDINGS LIMITED**
(IN ADMINISTRATION)

Enter court details

In the

**High Court of Justice Business &
Property Courts of England &
Wales (London) Insolvency &
Companies List (ChD)**

Number

**CR – 2019 -
003846**

Insert full name of
company to which
statement of affairs relates

Company registration number

11461825

Insert date the statement
of affairs was made on
which this statement of
concurrence refers

With regards to the Statement of Affairs of

PHENIX HOLDINGS LIMITED – IN ADMINISTRATION

made on

15 JUNE 2019

Insert full name of person
who signed the statement
of affairs being concurred
with

by

STEVEN ANTHONY LOCKWOOD

Statement of truth

Insert full name and
address of person making
this statement of truth

I

EMERIC BROCHARD

of

14 Old Queen Street London SW1H 9HP

*Mark with an 'x' as
applicable

☒

* concur with the Statement of Affairs of the above company and I believe that the facts stated in the Statement of Affairs are a full, true and complete statement of the affairs of the company on the date that it entered liquidation.

OR

☐

*concur with the Statement of Affairs of the above company, subject to the following qualifications

List any matters in the
statement of affairs which
you are not in agreement
with, or which you
consider to be erroneous
or misleading, or matters
to which you have no
direct knowledge and
indicate reason for listing
them

*Mark with an 'x' if subject
to qualifications

☒

and believe that, the facts stated in the Statement of Affairs are a full, true and complete statement of the affairs of the company on the date that it entered liquidation

Signed

AB

Dated

28 June 2019

NOTE: You must deliver the statement of concurrence (with a copy) to the official receiver before the end of the period of five business days (or such other period as the official receiver has agreed with you) beginning with the day on which you received the statement of affairs.

Company Winding-up – Statement of Affairs

STATEMENT OF CONCURRENCE

Company name **PHENIX HOLDINGS LIMITED**
(IN ADMINISTRATION)

Enter court details

In the

**High Court of Justice Business &
Property Courts of England & Wales
(London) Insolvency & Companies
List (ChD)**

Number

**CR – 2019 -
003846**

Insert full name of
company to which
statement of affairs relates

Company registration number

11461825

Insert date the statement
of affairs was made on
which this statement of
concurrence refers

With regards to the Statement of Affairs of

PHENIX HOLDINGS LIMITED – IN ADMINISTRATION

made on

15 JUNE 2019

Insert full name of person
who signed the statement
of affairs being concurred
with

by

STEVEN ANTHONY LOCKWOOD

Statement of truth

Insert full name and
address of person making
this statement of truth

I **James Antony Wiseman**

of **Chestnut Coppice
Furzeffeld Chase
Dormans Park
RH19 2LU**

*Mark with an 'x' as
applicable



* concur with the Statement of Affairs of the above company and I believe that the facts stated in the Statement of Affairs are a full, true and complete statement of the affairs of the company on the date that it entered liquidation.

OR

List any matters in the
statement of affairs which
you are not in agreement
with, or which you
consider to be erroneous
or misleading, or matters
to which you have no
direct knowledge and
indicate reason for listing
them



*concur with the Statement of Affairs of the above company, subject to the following qualifications

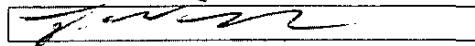
*Mark with an 'x' if subject
to qualifications



and believe that, the facts stated in the Statement of Affairs are a full, true and complete statement of the affairs of the company on the date that it entered liquidation.

Full name **James Antony Wiseman**

Signed



Dated **17/06/2019**

NOTE: You must deliver the statement of concurrence (with a copy) to the official receiver before the end of the period of five business days (or such other period as the official receiver has agreed with you) beginning with the day on which you received the statement of affairs.

Company Winding-up – Statement of Affairs

STATEMENT OF CONCURRENCE

Company name **PHENIX HOLDINGS LIMITED**
(IN ADMINISTRATION)

Enter court details

In the

**High Court of Justice Business &
Property Courts of England &
Wales (London) Insolvency &
Companies List (ChD)**

Number

**CR – 2019 -
003846**

Insert full name of
company to which
statement of affairs relates

Company registration number **11461825**

Insert date the statement
of affairs was made on
which this statement of
concurrence refers

With regards to the Statement of Affairs of
PHENIX HOLDINGS LIMITED – IN ADMINISTRATION

made on

28 JUNE 2019

Insert full name of person
who signed the statement
of affairs being concurred
with

by

VINCENT JACHEET

Statement of truth

Insert full name and
address of person making
this statement of truth

I **Vincent Jacheet**

of **11 St Albans Mansion – Kensington Court Place – London, W8 5QH**

*Mark with an 'x' as
applicable

☒

* concur with the Statement of Affairs of the above company and I believe that the facts stated in the Statement of Affairs are a full, true and complete statement of the affairs of the company on the date that it entered liquidation.

OR

☐

*concur with the Statement of Affairs of the above company, subject to the following qualifications

List any matters in the
statement of affairs which
you are not in agreement
with, or which you
consider to be erroneous
or misleading, or matters
to which you have no
direct knowledge and
indicate reason for listing
them

*Mark with an 'x' if subject
to qualifications

☒

and believe that, the facts stated in the Statement of Affairs are a full, true and complete statement of the affairs of the company on the date that it entered liquidation.

Full name **Vincent Jacheet**

Signed

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'V. Jacheet' written in a cursive style.

Dated **28 June 2019**

NOTE: You must deliver the statement of concurrence (with a copy) to the official receiver before the end of the period of five business days (or such other period as the official receiver has agreed with you) beginning with the day on which you received the statement of affairs.

Statement of Affairs

Name of company

TITLE

PHENIX HOLDINGS LIMITED

(IN ADMINISTRATION)

Enter court details

In the

High Court of Justice Business &
Property Courts of England &
Wales (London) Insolvency &
Companies List (ChD)

Number

CR – 2019 - 003846

Note: These details
must be the same as
those shown at the
top of the winding-up
petition

Enter full name of
company to which
this Statement of
Affairs relates

STATEMENT OF AFFAIRS OF (name of company)

PHENIX HOLDINGS LIMITED

PART A

The particulars and other information shown in this statement of affairs and any continuation sheets give a full and complete statement of the company's affairs as at
Date **07/06/2019**

Enter the date
(DD/MM/YYYY) of
Winding-up order (or
date directed by the
Official Receiver)

The guidance notes below tell you how to complete this form easily and correctly.

Show the company's financial position by completing all the pages of this form, which will then be the company's statement of affairs.

PART B

STATEMENT OF TRUTH

I believe that the facts stated:

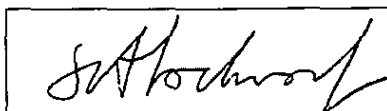
1. In this Statement of Affairs and any continuation sheets; and
 2. In the declaration in Part A above
- are true.

Enter your full name
including title, first
name, any middle
names and surname.

Full Name

Steven Anthony Lockwood

Signed



Enter the date
(DD/MM/YYYY) this
form was completed

Dated

15/06/2019

Signed  Date **15/06/2019**

St. John

15/06/2019

A1 – Summary of Liabilities

	£	Estimated realisable value / Estimated to rank
Estimated total assets available for preferential creditors (carried from page A)		17,800
Liabilities		
Preferential creditors:-	35,077	
Estimated deficiency/surplus as regards preferential creditors		
Estimated prescribed part of net property where applicable (to carry forward)		-17,277
Estimated total assets available for floating charge holders		
Debts secured by floating charges	0	
Estimated deficiency/surplus of assets after floating charges		
Estimated prescribed part of net property where applicable (brought down)		-17,277
Total assets available to unsecured creditors		
Unsecured non-preferential claims (excluding any shortfall to floating charge holders)	21,059	
Estimated deficiency/surplus as regards non-preferential creditors (excluding any shortfall to floating charge holders)		
Shortfall to floating charge holders (brought down)		--21059
Estimated deficiency/surplus as regards creditors		-38,336
Issued and called up capital	587,228	
Estimated total deficiency/surplus as regards members		-587,228

Signed

St. Hochwald

Date _____

15/06/2019

B

COMPANY CREDITORS

(excluding consumer creditors and employees – see pages B1 and B2)

NOTE: If more convenient, a list of the company's creditors may be attached to this page as long as it contains all the same information as in this table. You must include all creditors, excluding consumer creditors and employees, and identify under 'Details of Security' any creditors under hire-purchase, chattel leasing, conditional sale agreements or creditors claiming retention of title over property in the company's possession.

Name of creditor or claimant	Address (with postcode)	Amount of debt £	Details of Security	Date security given	Value of security £
Ribera Capital Ltd	c/o RSM Gibraltar Engineers Lane, Gibraltar, GX11AA	35,077.00	Fixed and Floating Charge	29/04/2019	17,800
2CAP Legal	10, Avenue del'Opera, 75001 Paris, France	4,560.00 € Recorded as £4,058.00 in the books	n/a		
James Wiseman	Chestnut Coppice, Furze field Chase, East Grinstead, West Sussex, RH19 2LU	1,088.00	n/a		
Pierre Galeon	12 Earl's Court Square, London, SW5 9DP	4,896.00	n/a		
Mark Hoffman	51 Artesian Road, London W2 5DB	476.00	n/a		
Vincent Jacheet	11 St Albans Mansion, Kensington Court Place, London W8 5QH	6,444.00	n/a		
Steven Lockwood	Honor Oak, North Heath Lane, Horsham, West Sussex, RH12 5PQ	476.00	n/a		
Emeric Brochard	2 Stanford Road, London W8 5QJ	2,975.00	n/a		
Nicolas Guibert	Rue De Livourne 79 B, 1050 Ixelles	646.00	n/a		

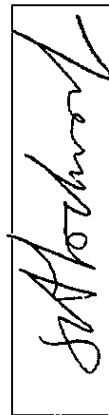
Signed  Date **15/06/2019**

Statement of Affairs SAL

B
COMPANY CREDITORS (cont.)
(excluding consumer creditors and employees – see pages B1 and B2)

Name of creditor or claimant	Address (with postcode)	Amount of debt £	Details of any security held by creditor	Date security given	Value of security £
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					

Signed



Date

15/06/2019

B1

COMPANY CONSUMER CREDITORS

(customers or clients claiming amounts paid in advance of the supply of goods or services, e.g deposits)

NOTE: If more convenient, a list of the company's consumer creditors may be attached to this page as long as it contains all the same information as in this table.

Name of creditor or claimant	Address (with postcode)	Amount of debt £	Details of Security	Date security given	Value of security £
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					
n/a					

Signed



Date

15/06/2019

B2

Signed		Date	15/06/2019
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Staphylococcus aureus

15/06/2019

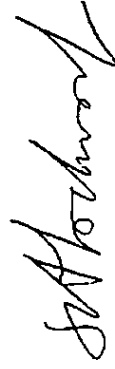
C

Shareholders

NOTE: If more convenient, a list of the company's shareholders may be attached to this page

1 No.	2 Name of Shareholder	3 Address (with postcode)	4 Type of shares held	5 Nominal amount of share £	6 Number of shares held	7 Amount per share called up £	8 Total amount called up £
1.	Vincent Jacheet	11 St Albans Mansion, Kensington Court Place, London W8 5QH	£1 Ordinary	£1.00	193,319	£1.00	193,319.00
2.	Marc Jacheet	14 Rue Diderot, 92150 - Suresnes	£1 Ordinary	£1.00	15,661	£1.00	15,661.00
3.	Emeric Brochard	2 Stanford Road, London W8 5QJ	£1 Ordinary	£1.00	96,659	£1.00	96,659.00
4.	Mark Hoffman	51 Artesian Road, London W2 5DB	£1 Ordinary	£1.00	15,662	£1.00	15,662.00
5.	James Wiseman	Chestnut Coppice, Furzeifield Chase, East Grinstead, West Sussex, RH19 2LU	£1 Ordinary	£1.00	35,239	£1.00	35,239.00
6.	Nicolas Guibert	Rue De Livourne 79 B, 1050 Ixelles	£1 Ordinary	£1.00	17,535	£1.00	17,535.00
7.	Nicolas Guibert	Rue De Livourne 79 B, 1050 Ixelles	£0.05 B Ordinary	£0.05	3,460	£0.05	173.00
8.	Steven Lockwood	Honor Oak, North Heath Lane, Horsham, West Sussex, RH12 5PQ	£1 Ordinary	£1.00	7,634	£1.00	7,634.00
9.	Steven Lockwood	Honor Oak, North Heath Lane, Horsham, West Sussex, RH12 5PQ	£0.05 B Ordinary	£0.05	7,535	£0.05	376.75
10.	Pierre Galeon	12 Earl's Court Square, London, SW5 9DP	£1 Ordinary	£1.00	38,377	£1.00	38,377.00
11.	Pierre Galeon	12 Earl's Court Square, London, SW5 9DP	£0.05 B Ordinary	£0.05	33,464	£0.05	1,673.20
12.	Stephane Boiron	18 Rob-Lynne Court, Winscombe, Avon, BS25 1HE	£1 Ordinary	£1.00	18,905	£1.00	18,905.00

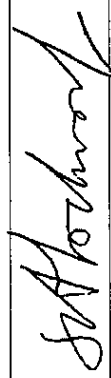
Statement of Affairs SAL



15/06/2019

13.	Stephane Boiron	18 Rob-Lynne Court, Winscombe, Avon, BS25 1HE	£0.05 B Ordinary	£0.05	22,398	£0.05	1,119.90
14.	Guillaume Bossard	Flat 10 Garden House, Calverly Street, Tunbridge Wells, TN1 2XN	£1 Ordinary	£1.00	7,748	£1.00	7,748.00
14.	Guillaume Bossard	Flat 10 Garden House, Calverly Street, Tunbridge Wells, TN1 2XN	£0.05 B Ordinary	£0.05	5,239	£0.05	261.95
15.	Aur�lie Arnaud	16 Church Road, Pembury, Tunbridge Wells, TN2 4BS	£1 Ordinary	£1.00	3,874	£1.00	3,874.00
15.	Aur�lie Arnaud	16 Church Road, Pembury, Tunbridge Wells, TN2 4BS	£0.05 B Ordinary	£0.05	2,619	£0.05	130.95
16.	Rodrigue Ekaman Pem	Flat 26, 1 Culverden Park, Tunbridge Wells, TN4 9QZ	£1 Ordinary	£1.00	3,874	£1.00	3,874.00
16.	Rodrigue Ekaman Pem	Flat 26, 1 Culverden Park, Tunbridge Wells, TN4 9QZ	£0.05 B Ordinary	£0.05	2,619	£0.05	130.95
17.	Vincent Nanceau	91 Chalkhill Road, 1 Moore View, Wembley, HA9 9UN	£1 Ordinary	£1.00	11,623	£1.00	11,623.00
17.	Vincent Nanceau	91 Chalkhill Road, 1 Moore View, Wembley, HA9 9UN	£0.05 B Ordinary	£0.05	7,858	£0.05	392.90
18.	Ribera Capital Limited	c/o RSM Gibraltar Engineers Lane, Gibraltar, GX111AA	£1 Ordinary	£1.00	115,800	£1.00	115,800.00
18.	Ribera Capital Limited	c/o RSM Gibraltar Engineers Lane, Gibraltar, GX111AA	£0.05 B Ordinary	£0.05	21,166	£0.05	1,058.30
						TOTAL	587,227.90

Signed



Date

15/06/2019

Guidance Notes for Completion of a Statement of Affairs

Section 131 of the Insolvency Act 1986 (Compulsory Winding Up).

General Points

1. You must sign and date each page of the Statement of Affairs.
 2. You must complete all pages of the Statement of Affairs.
 3. Give all amounts in the Statement of Affairs to the nearest £. Pence need not be shown
 4. Make sure that you write all details in CAPITAL LETTERS and use black ink.
 5. A Creditor is someone the company owes money to.
 6. A Debtor owes the company money.
-

Guide to Page A.

1. Show the 'Book Value' given for each asset in the company's records. If this is not possible, state the reason.
2. List under 'Assets subject to fixed charge' any of the company's assets which are held as security by a creditor other than by way of a floating charge.
3. List under 'Assets subject to floating charge' any of the company's assets which are secured by a floating charge
4. List any other assets under 'Uncharged assets'
5. The 'Estimated realisable value' figure for 'Assets subject to fixed charge' and 'Assets subject to floating charge' should be the remaining value of an asset after deduction of the claims of creditors secured on the asset.

6. Under 'Assets subject to fixed charge' and 'Assets subject to floating charge' show clearly how you arrive at any remaining value of an asset by deduction of the amount owed to secured creditors from the full value of the asset. If there is not room for this on page A, you should refer on page A to a schedule showing the full computation and attach this schedule to the Statement of Affairs.
7. If a creditor's claim against an asset held as security is not fully covered by the value in the asset shown under 'Assets subject to fixed charge' or 'Assets subject to floating charge', you must show the unsecured balance of that creditor's claim on page A1.
8. Creditors who do not hold the company's property as security but merely hold property belonging to third parties or personal guarantees from directors or others are not secured creditors of the company. Such claims should not be listed on page A, but will normally be listed on page A1 instead, showing the amount of their expected claim against the company.
9. A hire-purchase company is not generally a secured creditor. Until the final option fee is paid, the asset subject to the agreement remains the property of the hire-purchase company. Such a claim will normally be listed on page A1. If the value of the asset is more than the total agreement price less any repayments made, you should show the surplus value of the asset as an 'Uncharged Asset' on page A and write nothing on page A1.
10. If the company owes a debtor less than he owes the company, show the difference between the two claims under the appropriate sub-heading on Page A, writing 'set off' next to the item.
11. Include all trade debts due to the company, even where these are known to be bad debts, under the appropriate sub-heading on Page A. You should only show the amount of the debts due to the company which you feel can be recovered in the 'Estimated realisable value' column.
12. Reservation of title. A contract for the sale of goods to the company might provide that title to the goods shall not pass to the company until the purchase price has been paid in full to the supplier. This might mean that suppliers to the company are now claiming title to goods in the company's possession (e.g. stock in trade).

Show the full value on page A of any of the company's goods which are subject to such a claim under 'Uncharged Assets'.
- Show on page A1 under the appropriate heading (normally 'non-preferential claims') the full claim of any creditor claiming reservation of title over the goods. On page B show the full claim of such a creditor and in a note identify the goods concerned.
13. For the purposes of the Statement of Affairs, the claims of creditors exercising rights of distress or execution and any property seized, should be treated in a similar manner to that described in note 14.

14. Distress is the act of taking movable property out of the company's possession, normally to satisfy a debt (e.g rent due).

15. Execution will normally refer to court action by a judgment creditor to compel the company to pay his judgment debt.

16. Make sure that you show on page A any of the following assets in which the company has an interest:-

- | | |
|---|--|
| a | Stock in trade |
| b | Plant and machinery |
| c | Trade fixtures, fittings, tools and equipment |
| d | Cash in hand, cash deposited with a solicitor or elsewhere |
| e | Farming stock |
| f | Growing crops and tenant rights |
| g | Stocks, shares and other investments |
| h | Bills of exchange, promissory notes etc |
| i | Book debts |
| j | Cash at bank or building society |
| k | Loans and advances made by the company which have yet to be repaid |
| l | Motor vehicles |

Statement of Affairs SAL

Guide to Page A1.

1. Preferential Creditors are creditors given priority of payment in the liquidation, in preference to the main body of non-preferential (unsecured) creditors and to creditors secured only by a floating charge.
2. Often only part of a creditor's claim is classed as a preferential debt. The remainder of the debt is a non-preferential claim.
3. Full details of a company's preferential debts can be found in sections 386 and 387 and schedule 6 of the Insolvency Act 1986, as amended by The Enterprise Act 2002. . They are summarised below :-
 - a) Contributions to occupational pension schemes and state pension schemes - any sum to which schedule 3 to the Pension Schemes Act 1993 applies.
 - b) Up to £800 owing to an employee in respect of remuneration for the last 4 months to the relevant date.
 - c) Holiday remuneration due to employees.
 - d) Money advanced to pay a debt (and used for that purpose) which would have fallen into (b) and/or (c) above.
 - e) Up to £800 per person, ordered in respect of a default before the relevant date, to be paid under the Reserve Forces (Safeguard of Employment) Act 1985.
4. The date to which a preferential debt is calculated ('the relevant date') will normally be the earliest of:-
 - a) The date of the resolution to wind up the company.
 - b) The date of the appointment of a provisional liquidator.
 - c) The date of the winding-up order.
 - d) The date the company entered administration if the administration is immediately succeeded by a winding-up order.
5. If a creditor owes an amount to the company which is less than that owed by the company, show the difference between the two claims as a liability on page A1.

6. Show the full amount that any creditor is likely to claim in the winding up proceedings in the 'Estimated to rank' column, unless you have evidence to properly dispute the claim or part of it, in which case you should show the amount that you feel is properly owed.

7. Estimated prescribed part of net property. This figure represents a proportion of the assets which are subject to a floating charge being set aside under section 176A of the Insolvency Act 1986 for the benefit of the unsecured creditors. The provisions only need to be applied where the net property (i.e. after deducting the amount of the preferential claims from the total floating charge assets) amounts to £10,000 or more, although the liquidator may apply the prescribed part if it would be of benefit to the unsecured creditors.

The figure for the prescribed part will be 50% of the first £10,000 of net property plus 20% of net property of more than £10,000 up to a maximum prescribed part of £600,000.

Guide to Pages B, B1 and B2

8. The Official Receiver will need to contact all the company's creditors, as at the date of the winding-up order, to tell them that the company is in liquidation. Full names, postal addresses, account numbers and reference numbers should be detailed.

9. You must list separately every creditor of the company, whether secured or otherwise. You must identify any creditor of the company as you list them where a claim relates to any of the following:-

- a A hire-purchase agreement
- b A chattel leasing agreement
- c A conditional sale agreement
- d A creditor claiming retention of title over property in the company's possession

10. Consumer creditors must be listed separately on page B1. Consumer creditors include customers or clients claiming amounts paid in advance of the supply of goods or services (e.g. deposits).

11. Employees, including former employees, must be listed separately on page B2 where a claim which relates to a period of employment with the company.

12. When listing a creditor who owes a smaller amount than their claim, give details of the two claims in a note, but only show the difference between them as the 'amount of debt'.

13. Make sure that you include any amounts that the company owes for:

- a Utilities (including Electricity, Gas, Telephone and Water Rates)
- b General business rates
- c Any banks, loan, credit or finance companies
- d Goods or services supplied
- e Rent
- f Wages and other monies due to employees (page B2)
- g Hire-purchase, Conditional Sale or Leasing agreements
- h Creditors claiming they own goods in the company's possession
- i Customers who paid money for goods and services not supplied by the company (page B1)
- j HM Revenue & Customs
- k Guarantees or indemnities given

14. If the company owes money to a lot of creditors, you might need to include several B pages in the Statement of Affairs. If so, number these extra pages as "B, B1, B2 continuation sheet" as applicable.

Guide to Page C

List all shareholders showing 'Preference Shareholders' first.

Statement of Affairs SAL

When you have done all of the above, please ensure that you have signed and dated each page and have completed the Statement of Truth at the beginning of the Statement of Affairs.

Statement of Affairs SAL

AM02

Notice of statement of affairs in administration

**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 **ORLA WALLACE**Company name **WALLACE & COMPANY LTD**Address **INSURANCE CHAMBERS
403 LISBURN ROAD**Post town **BELFAST**County/Region **ANTRIM**Postcode **B T 9 7 E W**Country **NORTHERN IRELAND**DX Telephone **(028) 90 666 129****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 and dated 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