

Statement by person ceasing  
to hold office as auditor

**J394**

Pursuant to section 394 of the Companies Act 1985  
as inserted by section 123 of the Companies Act 1989

Company Number

312 9892

Name of Company

*THE ASSOCIATION OF  
PROFESSIONAL CLEANERS & DISASTER RESTORATION*

Registered Office

CLIFTON CHAMBERS  
62 HIGH STREET  
SAFFRON WALDEN  
ESSEX CB10 1EE

**T.C. VALE & Co.**

\* delete as  
appropriate

I/We\*

of

CLIFTON CHAMBERS  
62 HIGH STREET  
SAFFRON WALDEN  
ESSEX CB10 1EE

hereby give notice in accordance with section 394 of the Companies Act 1985 that

- (a) I/We confirm that in connection with my/our ceasing to hold office there are no circumstances which I/we consider should be brought to the notice of members or creditors of the company.
- (b) *I/We consider the following circumstances connected with my/our ceasing to hold office should be brought to the notice of the members or creditors of the company:-*

Signed

*T.C. Vale*



5/14/96

NOTE

1. A copy of this notice has to be sent to the Registrar of Companies within 14 days of its receipt at the Registered Office of the company.
2. A copy of any circumstances stated at (b) above, to every person who under the Companies Act 1985 is entitled to be sent copies of the accounts.

## Notes

1. Where an auditor ceases for any reason to hold office he must deposit at the Company's registered office a statement of any circumstances connected with his ceasing to hold office which he considers should be brought to the attention of the members or creditors of the company OR, if he considers that there are no such circumstances, a statement that there are none.
2. A notice of resignation is not effective unless it is accompanied by the required Statement. The Company must within 14 days of receipt of a notice of resignation send a copy of the notice to the Registrar of Companies.
3. In the case of a failure to seek re-appointment, this statement must be deposited not less than 14 days before the end of the time allowed for the next appointing auditors. In any other case (apart from resignation as to which see note 2) the statement must be deposited not later than the end of the period of 14 days beginning with the date on which he ceases to hold office.
4. If the statement is of circumstances which the auditor considers should be brought to the attention of members or creditors of the company the company must, within 14 days of deposit of the statement with it, EITHER (a) send a copy of it to every person who it is statutorily entitled to be sent copies of its accounts; OR (b) apply to the court and notify the auditor of the application.
5. Unless the auditor receives notice of such a court application before the end of a period of 21 days beginning the day on which he deposited the statement he must within a further 7 days send a copy of the statement to the Registrar of Companies.
6. If a notice of resignation is accompanied by a statement that there are circumstances which should be brought to the notice of members or creditors of the company the auditor may require the directors to convene an extraordinary general meeting of the company to consider his explanation. He may also require the company to circulate to members a written statement (of reasonable length) of the circumstances connected with his resignation and the company must state in the notice of meeting that such statement has been issued.