

In accordance with
Rule 6.28 of the
Insolvency (England &
Wales) Rules 2016 and
Section 106(3) of the
Insolvency Act 1986.

LIQ14

Notice of final account prior to dissolution in CVL



Companies House

FRIDAY



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24/01/2020

#324

COMPANIES HOUSE

1 Company details

Company number 0 9 2 3 7 1 2 9

Company name in full Ashbrooke Retail Ltd t/a Raft Furniture

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

2 Liquidator's name

Full forename(s) Christopher

Surname Marsden

3 Liquidator's address

Building name/number One Redcliff Street

Street Bristol

Post town BS1 6NP

County/Region

Postcode

Country

4 Liquidator's name

Full forename(s) Christine

Surname Francis

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

5 Liquidator's address

Building name/number 55 Baker Street

Street London

Post town W1U 7EU

County/Region

Postcode

Country

② Other liquidator
Use this section to tell us about
another liquidator.

LIQ14

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6

Liquidator's release

☐ Tick if one or more creditors objected to liquidator's release.

:

7

Final account

☒ I attach a copy of the final account.

8

Sign and date

Liquidator's signature

Signature

X

E Francis

X

Signature date

d²

d³

m⁰

m¹

y²

y⁰

y²

y⁰

Ashbrooke Retail Ltd t/a Raft Furniture
(In Liquidation)
Joint Liquidators' Abstract of Receipts & Payments
From 6 November 2017 To 23 January 2020

Statement of Affairs		£	£
	ASSET REALISATIONS		
25,973.00	Cash in hand	24,593.05	
Uncertain	Rent deposit	6,644.17	
Uncertain	Barclays Merchant Services retention	9,186.96	
			40,424.18
	OTHER REALISATIONS		
	Interest gross of tax	45.10	
			45.10
	COSTS OF REALISATION		
	Agent's fees & expenses	1,000.00	
			(1,000.00)
	COSTS OF ADMINISTRATION		
	Accountancy fees & expenses	830.00	
	Legal fees & expenses	1,253.00	
	Corporation tax	6.08	
	Postage	18.06	
	Statutory advertising	225.00	
	Specific penalty bond	83.00	
	Bank charges	4.11	
	Pre appointment fee	8,000.00	
	Liquidators' fees	17,196.48	
			(27,615.73)
	FLOATING CHARGE CREDITORS		
(82,193.00)	The Royal Bank of Scotland Plc	5,943.87	
			(5,943.87)
	UNSECURED CREDITORS		
(86,164.00)	Trade & expense creditors	5,909.68	
(206,000.00)	Director loans	NIL	
(462.00)	Employees - Redundancy pay	NIL	
(917.00)	Employees - Notice pay	NIL	
(21,172.00)	HM Revenue & Customs - VAT	NIL	
			(5,909.68)
	CONTRIBUTORIES		
(1.00)	Ordinary shareholders	NIL	
			NIL
(370,936.00)			(0.00)
	REPRESENTED BY		
			NIL

STRICTLY PRIVATE & CONFIDENTIAL

ANDERSON, RETAILER OF
FURNITURE
("THE COMPANY")

FINAL ACCOUNT TO THE MEMBERS
AND CREDITORS PURSUANT TO
SECTION 106 OF THE INSOLVENCY
ACT 1986 AND RULE 18.14 OF THE
INSOLVENCY (ENGLAND AND WALES)
RULES 2016

26 NOVEMBER 2019

BDO

CONTENTS

1. Statutory information
2. Conduct of the liquidation
3. Investigations
4. Joint liquidators' remuneration
5. Joint liquidators' expenses
6. Creditors' rights
7. Liabilities

APPENDICES

- Appendix I Receipts and payments account
- Appendix II Examples of work undertaken in a liquidation
- Appendix III Schedule of expenses incurred

This account is intended for use by those parties entitled to a copy thereof under the Insolvency (England and Wales) Rules 2016. It may contain information that is privileged, confidential or exempt from disclosure and any dissemination, distribution or copying of it and its attachments is strictly prohibited. It is not suitable to be relied upon by any other person, or for any other purpose, or in any other context.

Any estimated outcomes for creditors are for illustration only and cannot be relied upon as guidance as to the actual outcome for creditors.

Christopher Marsden and Christine Francis are authorised in the UK to act as insolvency practitioners by the Institute of Chartered Accountants in England and Wales.

1. STATUTORY INFORMATION

Company name:	Ashbrooke Retail Ltd t/a Raft Furniture
Company number:	09237129
Registered office:	Suite 17, Building 6 Croxley Park Hatters Lane Watford WD18 8YH
Date of appointment:	6 November 2017
Joint liquidators:	Christopher Marsden From 6 July 2018 to present Christine Francis From 11 January 2019 to present Michael Finch From appointment to 11 January 2019
Joint liquidators' address:	BDO LLP Suite 17, Building 6 Croxley Park Hatters Lane Watford WD18 8YH

2. CONDUCT OF THE LIQUIDATION

- 2.1. The affairs of the Company are now fully wound up and I am in a position to close the liquidation.
- 2.2. The receipts and payments account attached in Appendix I details the assets realised during the liquidation together with the receipts and payments since my previous progress report and a comparison of the directors' statement of affairs values.
- 2.3. The Company's principal activity was as a retailer of furniture and it operated under a franchise agreement with Raft Limited ('Raft'). We understand that the Company suffered cash flow issues during 2017 and this led to the appointment of liquidators in November 2017. In advance of the liquidation the director took steps to dispose of the Company's stock and certain trading assets to Raft for a consideration of £23,509.58 plus VAT. In undertaking this transaction, the director was assisted by Richard Birch & Co. ('Richard Birch'), an independent firm of valuers and surveyors.
- 2.4. Upon our appointment there were no chattel assets to realise in the liquidation and the principal asset was cash at bank totalling £24,593.05 which related to the above mentioned transaction.
- 2.5. The joint liquidators did not have any role in the above mentioned transaction and have taken steps to determine that it was conducted on an arm's length basis and that it was not at an undervalue. In this respect, Richard Birch were instructed following the commencement of the liquidation to assist the liquidators in reviewing the transaction.

- 2.6. From the work undertaken the liquidators have concluded that there are no grounds upon which to challenge the transaction. In summary, our key observations are as follows:
- Richard Birch have advised that the Net Book Value of the assets was £68,444.
 - The transaction included the satisfaction of on-going customer orders where deposits had been taken by the Company. In the event that these orders were not fulfilled we estimate that creditor claims in the liquidation would have been £47,761 higher, representing the value of deposits paid by customers.
 - Having carried out a marketing campaign of contacting a database of trade suppliers and end user contacts, Richard Birch has confirmed that there were no other interested parties and no other offers had been received.
 - The consideration received for the assets is c£10,000 higher than what would have been realised if the assets were sold on a break-up basis by the liquidators.
- 2.7. Richard Birch confirmed that the sale completed on 4 October 2017 and the sales consideration of £28,211.49 was received on 6 October 2017. On the basis that no liquidation committee has been formed, the above SIP 13 disclosure is made to the general body of creditors.
- 2.8. The sum of £6,644.17 was recovered from the Company's landlord representing the balance due in respect of the rent deposit held.
- 2.9. The sum of £9,186.96 was recovered in respect of the retention held by Barclays Merchant Services.
- 2.10. All assets have been realised.
- 2.11. Following appointment an initial investigation was undertaken into the affairs of the Company. It would not appear that there are any further matters which require additional investigation at this time.

3. INVESTIGATIONS

- 3.1. An appropriate submission on the actions of the directors has been forwarded to the Disqualification Unit of the Department for Business, Energy & Industrial Strategy in accordance with the joint liquidators' statutory duties. Please note that the content of this submission is of a confidential nature and so cannot be disclosed to third parties by myself.

4. JOINT LIQUIDATORS' REMUNERATION

- 4.1. The pre appointment fee was fixed at £8,830 plus VAT and disbursements as follows:

Assisting in the preparation of the Statement of Affairs by Moore Stephens LLP	£5,000
Assisting in the preparation of the Statement of Affairs by Jacob Cavenagh & Skeet	£ 830
Assisting in the seeking of the decision of the creditors on the nomination of a liquidator by deemed consent by Moore Stephens LLP	£3,000
Total	£8,830

- 4.2. The above fee has been paid.

- 4.3. The remuneration of the joint liquidators has been fixed by creditors as follows:
- A set fee of £12,500 in relation to statutory compliance, administration and planning;
 - 25% of the realisation of assets, net of any mortgage, fixed charge or hire purchase and gross of selling costs, excluding any realisations recovered as a result of investigations, and
 - 12.5% of the total value of assets distributed to creditors.
- 4.4. Examples of work which may be undertaken in a liquidation is attached at Appendix II.
- 4.5. My time costs incurred to date have arisen primarily as a result of statutory and administrative duties, investigations, asset realisations and communications with creditors.
- 4.6. Time incurred in relation to statutory and administrative duties includes, but is not limited to, the production and submission of post appointment notices and letters, the preparation and distribution of reports to members and creditors following the commencement of the liquidation, setting up and maintenance of electronic and paper case files, compliance with regulatory requirements, statutory reporting, case planning, internal email correspondence regarding the case, meetings with the team, bank reconciliations, production of statements for monitoring purposes and reviewing all redirected post.
- 4.7. The time expended in relation to asset realisations relates to the identification and realisation of the assets detailed in Section 2 of this report. This included the review of the Company's books and records and various communications with agents Richard Birch.
- 4.8. Following my appointment my office has been in communications with the Company's creditors in relation the various queries and concerns raised in relation to the Company's affairs and the conduct of its directors.
- 4.9. I have incurred time costs in undertaking an investigation into the Company's affairs and the conduct of its directors. This included a review of all creditor and director questionnaires received, a review of the Company's book and records, the completion of internal investigation checklists and the preparation of a report/return to the Disqualification Unit of the Department for Business, Energy & Industrial Strategy within the statutory deadline.
- 4.10. In addition we have dealt with all statutory matters and administrative work in relation to the liquidation and either required by legislation or necessary to perform the basic duties of a liquidator.
- 4.11. Asset realisations excluding cash balances total £15,843.49. No realisations have been made from investigations and distributions made to the unsecured creditors totalled £5,909.68. Therefore in addition to the fixed fee, we are entitled to receive remuneration of £4,696.49.
- 4.12. £17,196.48 has been drawn in respect of the remuneration of the joint liquidators.
- 4.13. Should you wish to receive a copy of "A Creditors' Guide to Liquidators' Fees" this is available on the R3 website <https://www.r3.org.uk/what-we-do/publications/professional/fees> or by requesting a copy from this office in writing or by telephone.

5. JOINT LIQUIDATORS' EXPENSES

- 5.1. A schedule of all expenses incurred in the liquidation, together with those incurred since the previous progress report, has been detailed in Appendix III.
- 5.2. The sum of £1,000 plus VAT was paid to Richard Birch & Co. in relation to a report prepared in relation to the sale of the Company's chattel assets prior to liquidation.

- 5.3. The sum of £1,253 plus VAT was paid to BP Collins LLP in relation to legal advice provided to the joint liquidators in respect of the treatment of the rent deposit funds recovered in the liquidation and the validity of The Royal Bank of Scotland Plc's ('RBS') fixed and floating charge.
- 5.4. Please note, the aforementioned professionals were chosen based on their experience and ability to perform the tasks at hand, the complexity and nature of the liquidator's requirements and the basis of his remuneration.
- 5.5. The joint liquidators are satisfied that the expenses incurred in the liquidation are reasonable for the tasks undertaken and services provided.

6. CREDITORS' RIGHTS

- 6.1. Within 21 days of receipt of this report, a secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) or any unsecured creditor with the permission of the court may request in writing that the joint liquidators provide further information about their remuneration or expenses which have been itemised in the final account.
- 6.2. Within 14 days of receipt of the request, the joint liquidators must provide all of the information asked for, except so far as they consider that:
- the time or cost of preparation of the information would be excessive, or
 - disclosure of the information would be prejudicial to the conduct of the liquidation or might reasonably be expected to lead to violence against any person, or
 - they are subject to an obligation of confidentiality in respect of the information.
- 6.3. The joint liquidators are also required to give reasons for not providing all of the requested information.
- 6.4. 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 the final account make an application to court on the grounds that the basis fixed for the joint liquidators' remuneration, the remuneration charged, or the expenses incurred by the joint liquidators as set out in the final account are excessive.
- 6.5. A creditor may object to the release of the joint liquidators by giving notice in writing to the joint liquidators, by the end of the period of 8 weeks from the delivery of the notice accompanying the final account. However, if any request for information or any application to court is made, the period will run until that request or application is finally determined.
- 6.6. Providing creditors do not object to our release within the period of eight weeks from delivery of this account, I will file the final account with the registrar of companies and court and we will vacate office and have our release as joint liquidators.
- 6.7. The joint liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to this appointment. A copy of the code is at:
<https://www.icaew.com/membership/regulations-standards-and-guidance/ethics/code-of-ethics-d>

7. LIABILITIES

- 7.1. RBS was owed £81,914 in respect of a loan provided to the Company, supported by a fixed and floating charge created on 10 June 2015.
- 7.2. Due to the registered date of the above floating charge Section 176A of the Insolvency Act 1986 is applicable in the liquidation. After applying the prescribed part provisions, the sum of £5,943.87 was available to the secured creditor. This sum was paid on 10 July 2019.
- 7.3. The employees' contracts of employment were terminated by the director of the Company on 16 September 2017. The Redundancy Payments Office has rejected the claims made by the employees due to the TUPE of their contracts of employment therefore no dividend has been paid to this class of creditor.
- 7.4. Unsecured creditor claims were estimated at £395,529 for the purposes of the statement of affairs. Claims totalling £228,431 have been received in the liquidation.
- 7.5. A dividend of 2.59p in the £ has been paid to unsecured creditors. The amount paid to unsecured creditors by virtue of the prescribed part was £5,909.68.



Christine Francis
Joint Liquidator

Joint Liquidators' receipts and payments account

Ashbrooke Retail Ltd t/a Raft Furniture (In Liquidation)

	Statement of affairs £	From 06/11/2019 To 26/11/2019 £	From 06/11/2017 To 26/11/2019 £
RECEIPTS			
Cash in hand	25,973.00	0.00	24,593.05
Rent deposit	Uncertain	0.00	6,644.17
Barclays Merchant Services retention	Uncertain	0.00	9,186.96
Interest gross of tax		0.00	45.10
		<u>0.00</u>	<u>40,469.28</u>
PAYMENTS			
Agent's fees & expenses		0.00	1,000.00
Accountancy fees & expenses		0.00	830.00
Legal fees & expenses		0.00	1,253.00
Corporation tax		0.00	6.08
Postage		0.00	18.06
Statutory advertising		0.00	225.00
Specific penalty bond		0.00	83.00
Bank charges		0.00	4.11
Pre appointment fee		0.00	8,000.00
Liquidators' fees		147.74	17,196.48
The Royal Bank of Scotland Plc		0.00	5,943.87
Trade & expense creditors		0.00	5,909.68
		<u>147.74</u>	<u>40,469.28</u>
Net Receipts/(Payments)		<u>(147.74)</u>	<u>0.00</u>
MADE UP AS FOLLOWS			
VAT receivable			0.00
			<u>0.00</u>

EXAMPLES OF WORK UNDERTAKEN IN A LIQUIDATION

Ashbrooke Retail Ltd t/a Raft Furniture (In Creditors' Voluntary Liquidation)

Examples of the work which may be undertaken, but which is not limited to, include:

STATUTORY COMPLIANCE, ADMINISTRATION AND PLANNING

- Setting up and maintenance of internal hard copy files and case file on the Insolvency Practitioners System (IPS)
- Data input including basic details of case, assets, creditor names and addresses and employee names and addresses
- Obtaining specific penalty bond
- Setting up of liquidation bank account including inputting details on the IPS system
- Preparation and filing (with the Registrar of Companies) of various statutory forms including statement of affairs, change of registered office form, notice of appointment and the resolution to wind up
- Advertisement of notice of appointment, resolution to wind up and the notice to creditors to claim in The Gazette
- Notification to the Registrar of Companies of the formation of a liquidation committee (if applicable)
- Convening and holding meetings of members and creditors
- Holding meetings and reporting to the liquidation committee (if applicable)
- Letters to directors regarding the provisions of sections 216 and 217 of Insolvency Act 1986, enclosing directors questionnaires
- Obtaining approval for the basis of fees from creditors
- Initial notification to HM Revenue & Customs
- Enquiries as to any pension schemes and the auto-enrolment staging dates and subsequent notification of appointment (if applicable)
- Preparation and filing (with the Registrar of Companies, Land Registry and all persons claiming an interest in the property) of notices of disclaimer in relation to leasehold premises
- Preparation and distribution of progress reports to members and creditors
- Preparation and submission of statutory receipts and payments accounts
- General administration of case including case planning and strategy
- Completion of internal reviews including asset realisation review, 6 month review and annual reviews
- Collection, preservation and review of the Company's book and records
- Review of the Company's redirected post
- Completion of the internal investigation checklist
- Written and verbal communications with the unsecured creditors
- Written and verbal communication with employees
- Dealing with lease and hire purchase creditors in conjunction with our agents
- Liaising with the Company's former professional advisors and bankers
- Review work pursuant to the Statement of Insolvency Practice 2
- Review of creditor questionnaires and other information received in relation to the affairs of the Company
- Review of director questionnaires
- Preparation of liquidators' submission on the actions of the directors to the disqualification unit of the Department for Business, Energy & Industrial Strategy
- Correspondence with compliance department in respect of on-going case issues/matters.

APPENDIX II CONTINUED

- Complying with money laundering regulations
- Completing bill requisitions and raising invoices against time incurred in respect of work carried out and outlays incurred
- Reconciliation of post appointment bank accounts to the liquidation records
- Maintaining time-costs and disbursement schedules on firm's PMS system (including timesheet entries)
- Dealing with pension issues
- Arrangement and review of insurance policies in relation to the Company's assets
- Preparation and submission of corporation tax returns
- Preparation and submission of VAT returns
- Chargeable gains tax calculations
- Closure formalities.

ASSET REALISATIONS

- Identifying, securing and insuring the assets
- Instructing agents to value assets
- Liaising with agents regarding the realisation of assets
- Liaising with solicitors regarding the realisation of assets
- Liaising with secured creditors regarding the realisation of charged assets
- Liaising with pre-appointment bankers regarding the closure of the Company's bank accounts
- Dealing with retention of title claims in conjunction with our agents
- Written and verbal correspondence with debtors.
- Monitoring and collection of outstanding debtors, retentions and work in progress.
- Property, business and asset sales.
- Tax reclaims
- Review of interest rate hedging products

INVESTIGATIONS

- Liaising with the Company's former professional advisors and bankers.
- Review work pursuant to the Statement of Insolvency Practice 2.
- Liaising with solicitors in relation to investigations
- Forensic accounting
- Review of Company's bank statements
- Further review of the Company's book and records
- Review of director/creditor questionnaires
- Land Registry and Companies House searches
- Consideration of legislation relating to, but not limited to, wrongful trading, fraudulent trading, antecedent transactions, preferences, transactions at undervalue.

DISTRIBUTIONS TO CREDITORS

- The processing and submission of the relevant forms to the Redundancy Payments Directorate.
- Processing of creditors' proof of debt forms and entering onto IPS system.
- Liaising with agents in relation to the agreement of creditor claims
- Liaising with solicitors in relation to contentious proof of debt forms
- Agreement of creditors' claims (including employees and other preferential creditors)
- Calculation and payment of dividends
- Preparation of distribution paperwork including the notice of declaration.

BREAKDOWN OF EXPENSES

ASHBROOKE RETAIL LTD T/A RAFT FURNITURE (IN CREDITORS' VOLUNTARY LIQUIDATION)
("THE COMPANY")

Cost description	Undrawn costs brought forward from previous period(s) £	Cost incurred £	This period from 06/11/2019 to 26/11/2019 Cost drawn £	Cost incurred £	Cumulative from 06/11/2017 to 26/11/2019 Cost drawn £
Agent's fees & expenses	-	-	-	1,000.00	1,000.00
Accountancy fees & expenses	-	-	-	830.00	830.00
Legal fees & expenses	-	-	-	1,253.00	1,253.00
Postage	-	-	-	23.73	18.06
Statutory advertising	-	-	-	225.00	225.00
Specific penalty bond	-	-	-	93.00	83.00
Total	-	-	-	3,424.73	3,409.06
Total undrawn costs carried forward					£15.67

Pieris Lysandrou

Pieris.Lysandrou@bdo.co.uk

Notice of the final account under Section 106 of the Insolvency Act 1986 and Rule 6.28 of the Insolvency (England and Wales) Rules 2016

ASHBROOKE RETAIL LTD T/A RAFT FURNITURE (IN CREDITORS' VOLUNTARY LIQUIDATION) ("THE COMPANY")

COMPANY REGISTRATION NUMBER: 09237129

NOTICE IS HEREBY GIVEN:

- 1 The affairs of the Company are fully wound up.
- 2 Within 21 days of the receipt of this final account, a secured creditor or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors or any unsecured creditor with the permission of the court) may request in writing that the joint liquidators provide further information about their remuneration or expenses included within the final account.
- 3 Within 14 days of receipt of the request, we must provide all of the information asked for, except so far as we consider that:
 - the time or cost of preparation of the information would be excessive, or
 - disclosure of the information would be prejudicial to the conduct of the liquidation or might reasonably be expected to lead to violence against any person, or
 - we are subject to an obligation of confidentiality in respect of the information.We are also required to give reasons for not providing all of the requested information.
- 4 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 the final account, make an application to court on the grounds that, in all the circumstances, the basis fixed for the joint liquidators' remuneration is inappropriate and/or the remuneration charged or the expenses incurred by the joint liquidators, as set out in the final account, are excessive.
- 5 A creditor may object to the release of the joint liquidators by giving notice in writing to the joint liquidators, by the end of the period of 8 weeks from the delivery of this notice. However, if any request for information or any application to court is made, the period will run until that request or application is finally determined.
- 6 The joint liquidators will vacate office under s171 of the Insolvency Act 1986 on delivering the final account to the registrar of companies at the end of the above period. The notice delivered will state whether any creditor has objected to the joint liquidators' release.
- 7 The joint liquidators will be released under s173 of the Insolvency Act 1986 at the same time as vacating office unless any of the creditors have objected to this, in which case the joint liquidators will apply to the Secretary of State for their release in the alternative.



Christine Francis
Joint Liquidator

Date: 26 November 2019

Contact: Pieris Lysandrou
BDO LLP, Suite 17, Building 6, Croxley Park, Hatters Lane, Watford, WD18 8YH
Tel: +44 (0)1923 236622
Email: Pieris.Lysandrou@bdo.co.uk
Reference: 00296224

Notice under Section 106(3) of the Insolvency Act 1986

ASHBROOKE RETAIL LTD T/A RAFT FURNITURE (IN CREDITORS' VOLUNTARY LIQUIDATION) ("THE COMPANY")

COMPANY REGISTRATION NUMBER: 09237129

NOTICE IS HEREBY GIVEN that:

we have delivered notice to the Company's creditors on 26 November 2019 in accordance with section 106(3) of the Insolvency Act 1986 that the affairs of the Company's estate are fully wound up.

No creditors objected to our release from office.



Christine Francis
Joint Liquidator

Date: 23 January 2020

Contact: Pieris Lysandrou
BDO LLP, Suite 17, Building 6, Croxley Park, Hatters Lane, Watford, WD18 8YH
Tel: +44 (0)1923 236622
Email: Pieris.Lysandrou@bdo.co.uk

LIQ14

Notice of final account prior to dissolution in CVL



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 **Pieris Lysandrou**

Company name **BDO LLP**

Address
Suite 17, Building 6
Croxley Park

Post town **Hatters Lane**

County/Region **Watford**

Postcode **W D 1 8 8 Y H**

Country

DX

Telephone **+44 (0)1923 236622**



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