

**The Insolvency Act 1986****Liquidator's Progress  
Report****S.192****Pursuant to Sections 92A and 104A  
of the Insolvency Act 1986**

For Official Use

To the Registrar of Companies

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Company Number

01639642

Name of Company

R S L (South West) Limited

~~I/We~~

Timothy Alexander Close  
Winchester House  
Deane Gate Avenue  
Taunton  
Somerset  
TA1 2UH

the liquidator~~(s)~~ of the company attach a copy of my~~our~~ progress report  
under section 192 of the Insolvency Act 1986

Signed



Date

3/5/12

Milsted Langdon LLP  
Winchester House  
Deane Gate Avenue  
Taunton  
Somerset  
TA1 2UH

Ref RSLSP0ST/TAC/KA/JB

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Insolvency Sect

Post Room

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COMPANIES HOUSE

**R S L (South West) Limited**  
**(In Liquidation)**  
**Liquidator's Abstract of Receipts & Payments**

Statement of Affairs		From 06/04/2011 To 05/04/2012
	<b>ASSET REALISATIONS</b>	
38,710 00	Plant & machinery	65,658 00
1,040 00	Office & IT	2,163 00
9,750 00	Motor vehicles	9,860 00
4,500 00	Stock	9,150 00
119,259 80	Book debts	1,593 68
78,091 36	Retentions	36,900 11
	Insurance refund	807 41
190,934 91	Cash at bank	203,591 92
80 15	Credit Card	80 15
500 00	Cash at hand	493 02
	Bank interest gross	1,445 73
3,740 00	Cash held by third party	3,740 00
	BT Refund	117 16
	Miscellaneous Refunds	19 07
		<u>335,619 25</u>
	<b>COST OF REALISATIONS</b>	
	Specific bond	400 00
	Pre-Appointment fees	2,500 00
	Pre-Appointment expenses	166 60
	Office holder's fees	47,041 75
	Office holder's expenses	971 59
	Security Costs	73 50
	Agents fees re book debts	2,637 50
	Agents/Valuers fees	18,954 46
	Legal fees	1,200 00
	Employee calculations	1,985 00
	Re-Direction of mail	27 20
	Statutory advertising	356 40
	Other property expenses	741 51
	Insurance of assets	550 24
		<u>(77,605 75)</u>
	<b>PREFERENTIAL CREDITORS</b>	
(2,698 56)	Employees	2,703 92
		<u>(2,703 92)</u>
	<b>UNSECURED CREDITORS</b>	
(452,866 65)	Trade & expense creditors	NIL
(218,346 61)	Employees	NIL
(45,331 91)	HM Revenue & Customs (VAT)	NIL
(13,466 76)	HM Revenue & Customs (PAYE/NI)	NIL
(115,601 00)	Leasehold Property Dilapidations & Re	NIL
		<u>NIL</u>
	<b>DISTRIBUTIONS</b>	
(44,280 00)	10% Non Cumulative Redeemable Pre	NIL
(187,500 00)	3% Non Cumulative Redeemable Pref	NIL
(5,720 00)	Ordinary shareholders	NIL
		<u>NIL</u>
<b>(639,205 27)</b>		<u><b>255,309.58</b></u>

Bank 1 Current	35,946 13
Bank 1 Fixed Term Deposit	220,000 00
VAT payable	(2,486 63)
VAT control account	1,850 08
	<hr/>
	<b>255,309.58</b>
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CKey	Name	Dividend Date	Latest Dividend Calc	Net Claim	Preferential Claim	amount paid	p/£ rate
CH05	Redundancy Payments Office	05/12/2011	P	770 87	770 87	770 87	100
RB00	Mr Craig Barnard	05/12/2011	P	15586 04	458 62	458 62	100
RC00	Mr Roger Cole	05/12/2011	P	18981 05	576 93	576 93	100
RC01	Mr Brian Cook	05/12/2011	P	14715 48	282 12	282 12	100
RH00	Mr Andrew Hanson	05/12/2011	P	6815 38	615 38	615 38	100

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**Liquidator's Annual  
Progress Report to  
Members and Creditors**

**R S L (SOUTH WEST) LIMITED  
- IN LIQUIDATION  
REPORT TO 5 APRIL 2012**

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- 2 Realisation of Assets
- 3 Investigations
- 4 Creditors
- 5 Liquidator's Remuneration
- 6 Liquidator's Expenses
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- 8 Next Report

## **APPENDICES**

- A Receipts and Payments Account from 6 April 2011 to 05 April 2012
- B Time Analysis for the period 6 April 2011 to 05 April 2012
- C Additional Information in relation to Liquidator's fees pursuant to Statement of Insolvency Practice No 9

1 0     **Introduction and Statutory Information**

1 1     I, Timothy Alexander Close of Milsted Langdon LLP, Winchester House, Deane Gate Avenue, Taunton, Somerset, TA1 2UH, was appointed as Liquidator of R S L (South West) Limited ("the Company") on 6 April 2011. This report provides an update on the progress in the liquidation for the year ended 5 April 2012.

1 2     The principal trading address of the Company was Unit 15, Millfield Industrial Estate, Chard, Somerset, TA20 2BB. The business traded under the name RSL (South West) Limited.

1 3     The registered office of the Company has been changed to Winchester House, Deane Gate Avenue, Taunton, Somerset, TA1 2UH and its registered number is 01639642.

2 0     **Realisation of Assets**

2 1     Attached at Appendix A is my Receipts and Payments Account for the period from 6 April 2011 to 5 April 2012.

**Plant & Machinery**

2 2     The plant and machinery of the company consisted of various items ranging from heavy plant / mobile crane equipment to power and hand tools.

2 3     In view of the volume of the company equipment and following advice from my agents MST Auctioneers Limited it was decided that the majority of the company assets would be sold from the company trading premises via an online auction hosted by 1-bidder.com, with viewing available at the company premises prior to the auction.

2 4     The auction generated a great deal of interest and as a result the company plant and machinery included in the sale realised £60,820 before the associated costs.

2 5     A claim in respect of a supplier's alleged retention of title has been received by me and is subject to a dispute being dealt with by my solicitors Stephens and Scown LLP.

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A full and final settlement offer to the creditor is being sought but at the date of the report no settlement has been agreed

- 2 6 In addition to the items sold at auction I sold various items of lift and gantry equipment directly to a third party resulting in further recoveries of £5,000
- 2 7 Funds totalling £65,658 have been recovered in respect of plant and machinery This amount is substantially higher than the amount of £38,710 as estimated in the directors' statement of affairs reflecting the success of the online auction
- 2 8 **Office & IT Equipment**
- 2 9 The bulk of the furniture and computer equipment was sold directly by my agents MST Auctioneers Limited in the online auction held at the company premises, as detailed in paragraph 2 3 above
- 2 10 The total realised by my agents is £1,613
- 2 11 In addition to the sale by my agents I sold a laptop computer to a former employee of the company directly which realised a further £200 I also sold three further laptop computers to former directors of the company realising a further £350 The amount charged for these computers was in line with the valuations obtained by my agent
- 2 12 Total realisations in respect of office and IT equipment are £2,163 against an estimated to realise sum of £1,040 from the directors' statement of affairs

**Motor Vehicles**

- 2 13 Upon my appointment as liquidator the motor vehicles of the company consisted of one Mercedes Benz lorry and four motor cars
- 2 14 The Mercedes Benz lorry was sold by my agents via the online auction, as referred to in paragraph 2 3 above, realising £1,400
- 2 15 One of the company cars was sold to a former employee of the company for £2,000 following an independent valuation being obtained from MST Auctioneers Limited The remaining three company cars were sold directly by me on the advice of my
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agents to former directors of the company realising a further £6,460, as detailed in paragraph 2 37 below

### **Stock**

2 16 The stock of the company comprised of various items of steel, which were in differing states of assembly / manufacture. There were also a number of finished items which were ready to be supplied to a customer of the company in respect of an on-going contract.

2 17 Shortly after my appointment the customer advised that they no longer wished to purchase the finished items and as a result these additional items were sold in the online auction of the company assets.

2 18 Accordingly the total amount realised in respect of the sale of steel stock was £9,150. Whilst the amount realised has increased substantially from the directors' statement of affairs estimate of £4,500, the amount expected to be obtained through the sale of finished stock to the customer has diminished and has reduced the amount realisable in the book debts of the company for this customer.

### **2 19 Book Debts and Retentions**

2 20 Book debts and retentions deemed to be recoverable were stated as £197,351 in the directors' statement of affairs. Book debts and retentions were owed by 15 separate customers and related to 26 different contracts and numerous separate invoices.

2 21 Debts of construction related trades are notoriously difficult to collect once a company has ceased trading, and this has proved to be the case in this liquidation. Significant disputes and counter claims have arisen in respect of the contracts of the Company. Most of the contracts are with experienced national construction companies well aware of their contractual rights in an insolvency scenario. To maximise recoveries I chose to engage the former quantity surveying director, Mr Craig Barnard to review correspondence and disputes where required and to provide me with information in respect of specific contracts. This input has had a significant effect in reducing alleged counter claims lodged by customers by identifying inappropriate deductions.

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claimed by debtors. There remain, however, material counter claims which the debtors are entitled to deduct under the contractual terms in force

- 2 22 To date, following extensive and time consuming correspondence, funds totalling £38,494 have been recovered in respect of 11 of the 26 contracts, although counter claims have resulted in write-offs to achieve these realisations. To date I have written off debts totalling £9,677 on agreed settlements
- 2 23 Shortly after my appointment as liquidator one of the company debtors, Sterling Building Services Limited, entered into liquidation owing the company £10,902. At present I am unaware whether a distribution will be made to any of its creditors. I continue to review the position and as the outcome becomes clearer the extent of the debt write-off will be known
- 2 24 The principal contract of the Company was with Kier Construction Limited for specialist work at Aldermaston and the directors attributed the failure of the Company to the difficulties they experienced on this contract. The Statement of Affairs indicated that £8,064 was owing in respect of technical drawing fees and retention monies withheld from funds paid to date for this contract
- 2 25 Whilst the directors did not believe that the outstanding work in progress on this contract was collectable, they did not believe that there was a resultant liability to Kier. A claim has been subsequently received by me in the amount of £523,818 relating to contractual costs and claims in relation to the contract, which the company was unable to complete due to its insolvency
- 2 26 As is to be expected on a contract of this magnitude and complexity there has been considerable communications with Kier Construction Limited since my appointment and I have worked closely with Mr Barnard in order to establish the validity of the claims submitted. Given the magnitude of the claim I am in the process of instructing an independent third party quantity surveyor from a national firm in order to establish the validity of the claim submitted on this contract
- 2 27 Of the remaining 13 contracts I am pleased to advise that I have agreed full and final settlement amounts with one debtor and await payment of a further £28,315. I am also
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in the process of agreeing a further full and final settlement payment with another debtor which should amount to funds of approximately £20,000 being recovered

- 2 28 I have received disputes on five separate contracts relating to latent defect periods which affect the release of retention monies due to the company I have reviewed this position with my solicitors and have noted that where the specific contracts contain latent defect clauses, the contractor is not obliged to make any payment until the end of the latent defect period, which is in most cases 12 years In view of the sums involved and the costs of liquidation it is not in the interest of creditors to keep the liquidation open for such a period of time In respect of the contracts which do not include terms covering latent defects I am attempting to agree to settlements with these debtors
- 2 29 The defects liability period has not concluded on three further contracts and I will be pursuing the payment of the retention monies due on these contracts as they fall due
- 2 30 There are a further three contracts which are at present disputed by the debtors with final account assessments yet to be completed and agreed I am at present communicating with these debtors with the assistance of Mr Barnard, however if I am unable to resolve these disputes by negotiation it may be necessary for an independent quantity surveyor to be instructed and for legal proceedings or other remedies such as mediation to be pursued
- 2 31 It is inevitable however that the amounts expected to be realised will dramatically reduce from those as stated in the directors Statement of Affairs, as a result of onerous contract terms, counter claims and other costs claimed by the contractors involved

#### **Refunds obtained**

- 2 32 Following my appointment as liquidator it was identified that the company had pre-paid certain aspects of its insurance cover Following correspondence with the company insurance brokers a refund in the amount of £807 was obtained
- 2 33 I have also obtained a refund from British Telecom PLC in the amount of £117 together with a refund on postage stamps totalling £19

2 34 **Cash at Bank and Credit Card**

2 35 The directors' statement of affairs estimated that the amount held in the Company's bank account from realisations prior to the date of liquidation would be £190,935 plus £80 relating to a credit balance on the company credit card

2 36 I am pleased to advise that £203,592 was subsequently received from the bank together with the credit card balance of £80

**Cash at hand**

2 37 The directors' statement of affairs figure for cash in hand estimated the amount to be realised of £500 A total of £493 was received following my appointment

**Bank interest gross**

To date interest totalling £1,446 has been received and will be subject to corporation tax, which is in the process of being agreed with H M Revenue and Customs Once agreed the appropriate remittance will be made

**Cash held by third party**

2 38 Cash with third party related to monies received from a former employee of the company for the purchase of a company motor vehicle The vehicle was sold by the company following the receipt of advice from an independent agent, MST Auctioneers Limited prior to my appointment at full market value The £3,740 received was transferred to me upon my appointment

2 39 In accordance with Statement of Insolvency Practice No 13 (SIP13), I would advise you that the following assets were sold to Directors of the Company

Date of transaction	Asset involved and nature of transaction	Consideration Paid and Date	Sold to.	Relationship
15 April 2011	Vauxhall Safira and Fujitsu laptop	£1,000 and £150 paid on 09/05/2011	Mr Craig Barnard	Director
15 April 2011	Volkswagen Golf and Fujitsu laptop	£2,710 and £150 paid on 23/08/2011	Mr Roger Cole	Director
15 April 2011	Nissan X trail and laptop	£2,750 and £50 paid on 09/05/2011	Mr Brian Cook	Director

The assets were independently valued by my agents MST Auctioneers Limited of Honiton, Devon

**3 0 Investigations**

3 1 In accordance with the Company Directors Disqualification Act 1986 I have submitted a report on the conduct of the Directors of the Company to the Department for Business Innovation & Skills (BIS) As this is a confidential report, I am not able to disclose the contents

**4 0 Creditors**

**Secured Creditors**

4 1 The company has no secured creditors

**Preferential Creditors**

4 2 Due to the number of employees and the complexity of ascertaining and agreeing their claims, I employed ERA Solutions (Tamworth) Limited, a specialised employment firm, to establish and quantify the employees' preferential and non preferential claims A summary of preferential claims is detailed below

	<b>Agreed Claim £</b>	<b>Statement of Affairs £</b>
Employee Claims	1,933	2,699
DBIS (Redundancy Fund)	771	Nil
	<u>2,704</u>	<u>2,699</u>

4 3 Preferential creditors were paid in full on 5 December 2011

**Unsecured Creditors**

4 4 I have received claims totalling £1,271,012 from 81 creditors as compared to the directors' Statement of Affairs estimate of £845,613 I have yet to receive claims from 4 creditors whose debts total £12,095 as per the directors' Statement of Affairs

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The variance arises principally by virtue of Kier's claim referred to in paragraphs 2 24 to 2 26 above

4 5 The Directors' Statement of Affairs detailed that a claim in the amount of £115,600 was expected in relation to dilapidations and rental charges on the leasehold premises I employed a specialist Quantity Surveyor, J P Gainsford Associates, to liaise with the landlord of the property and to evaluate their claim Following this a claim was subsequently received and agreed by me from the former landlord in the amount of £43,824, an amount significantly lower than expected originally

4 6 I anticipate that a dividend will be paid to unsecured creditors, however the quantum and timing is dependent upon the agreement of counter claims as noted in paragraph 2 26 above, and the recovery of future book debts and retentions

4 7 If you have not already submitted a claim in the Liquidation can you please complete and return the enclosed Statement of Claim form and return it to me with backup documentation in respect of your claim

4 8 Alternatively, I should be obliged if you would inform me if you have no claim in the liquidation

5 0 **Liquidator's Remuneration**

5 1 The creditors approved that the basis of the Liquidator's remuneration be fixed by reference to the time properly spent by me and my staff in managing the Liquidation

5 2 My time costs for the period from 6 April 2011 to 5 April 2012 are £49,694 This represents 509 58 hours at an average rate of £97 52 per hour Attached as Appendix B is a Time Analysis which provides details of the activity costs incurred by staff grade during this period in respect of the costs fixed by reference to time properly spent by me in managing the Liquidation To date, £47,042 plus disbursements of £971 59 has been drawn on account

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5 3 Below is further guidance on the work involved for each category

Description	Explanation
Administration & Planning	This time relates to the administrative duties undertaken by me and my staff. It includes all statutory duties in respect of my obligations to the Court, Companies House and periodic reviews. It includes time spent attending to tax and VAT issues.
Investigations	This time was spent drafting and completing my report on the director's conduct to the Department of Business Innovation and Skills. This time also relates to my investigations into the financial affairs of the Company in the period leading up to the liquidation including the review of the company's computerised records.
Realisations	This relates to the time spent in dealing with the funds held at the company's bank and collecting outstanding book debts and retentions, communicating with debtors and advising and agreeing/investigating retention and latent defect issues as well as collecting any other monies due to the Company. This section also includes time spent in selling or disposing of the company assets.
Creditors	This time relates to dealing with creditors' claims, employee claims and other general enquiries and correspondence.

5 4 Attached as Appendix C is additional information in relation to this firm's policy on staffing, the use of subcontractors, disbursements and details of our current charge-out rates by staff grade

5 5 Since the 6 April 2011 the following Category 2 disbursements have been taken

- Faxes £4.50
- Photocopying £189 10
- Mileage £163 45
- Mailing fee (insolvency) £107 25
- Archived management £420 77
- Company searches £7 00
- Report binding £9 00
- Postage costs £1 12
- Room hire £70 00

6 0     **Liquidator's Expenses**

6 1     Between 6 April 2011 and 5 April 2012 the following expenses have been incurred and paid

Description	Incurred	Paid	Outstanding
Specific Bond	£400	£400	Nil
Sales Agents / Valuers' Fees	£18,954	£18,954	Nil
Employee claim calculation fees	£1,985	£1,985	Nil
Agents fees re Book debts	£2,637	£2,637	Nil
Statutory Advertising	£356	£356	Nil
Redirection of Mail Fee	£27	£27	Nil
Legal Fees	£1,420	£1,200	£220
Dilapidations claim agreement	£435	£435	Nil
Property expenses and security	£380	£380	Nil
Insurance of assets	£550	£550	Nil
<b>Total</b>	<b>£27,145</b>	<b>£26,924</b>	<b>£220</b>

7 0     **Creditors' rights**

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

7 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

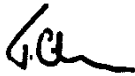


charged or the expenses incurred by the Liquidator, as set out in this progress report,  
are excessive

**8.0 Next Report**

8.1 The next report is anticipated to be after the next anniversary

Yours faithfully

A handwritten signature in black ink, appearing to read 'T. Close', with a stylized flourish at the end.

**TIMOTHY ALEXANDER CLOSE**  
**Liquidator**

**Enc**

**R S L (South West) Limited**  
**(In Liquidation)**  
**Liquidator's Abstract of Receipts & Payments**

Statement of Affairs		From 06/04/2011 To 05/04/2012	From 06/04/2011 To 05/04/2012
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4,500 00	Stock	9,150 00	9,150 00
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80 15	Credit Card	80 15	80 15
500 00	Cash at hand	493 02	493 02
	Bank interest gross	1,445 73	1,445 73
3,740 00	Cash held by third party	3,740 00	3,740 00
	BT Refund	117 16	117 16
	Miscellaneous Refunds	19 07	19 07
		<u>335,619 25</u>	<u>335,619 25</u>
	<b>COST OF REALISATIONS</b>		
	Specific bond	400 00	400 00
	Pre-Appointment fees	2,500 00	2,500 00
	Pre-Appointment expenses	166 60	166 60
	Office holder's fees	47,041 75	47,041 75
	Office holder's expenses	971 59	971 59
	Security Costs	73 50	73 50
	Agents fees re book debts	2,637 50	2,637 50
	Agents/Valuers fees	18,954 46	18,954 46
	Legal fees	1,200 00	1,200 00
	Employee calculations	1,985 00	1,985 00
	Re-Direction of mail	27 20	27 20
	Statutory advertising	356 40	356 40
	Other property expenses	741 51	741 51
	Insurance of assets	550 24	550 24
		<u>(77,605 75)</u>	<u>(77,605 75)</u>
	<b>PREFERENTIAL CREDITORS</b>		
(2,698 56)	Employees	<u>2,703 92</u>	<u>2,703 92</u>
		<u>(2,703 92)</u>	<u>(2,703 92)</u>
	<b>UNSECURED CREDITORS</b>		
(452,866 65)	Trade & expense creditors	NIL	NIL
(218,346 61)	Employees	NIL	NIL
(45,331 91)	HM Revenue & Customs (VAT)	NIL	NIL
(13,466 76)	HM Revenue & Customs (PAYE/NI)	NIL	NIL
(115,601 00)	Leasehold Property Dilapidations & Rent	NIL	NIL
		NIL	NIL
	<b>DISTRIBUTIONS</b>		
(44,280 00)	10% Non Cumulative Redeemable Prefere	NIL	NIL
(187,500 00)	3% Non Cumulative Redeemable Preferen	NIL	NIL
(5,720 00)	Ordinary shareholders	NIL	NIL
		NIL	NIL
<u>(639,205 27)</u>		<u><u>255,309.58</u></u>	<u><u>255,309.58</u></u>

REPRESENTED BY

## Appendix A

Bank 1 Current	35,946 13
Bank 1 Fixed Term Deposit	220,000 00
VAT payable	(2,486 63)
VAT control account	1,850 08
	<u>255,309.58</u>

### Notes

This estate is VAT registered and therefore VAT should be recoverable

The following dividends have been paid to creditors,

Preferential Distribution paid on 05/12/2011 of 100p in £

**R S L (South West) Limited**  
**Time and disbursement analysis**  
**For the period 6 April 2011 to 5 April 2012**

Charge group	Partner	Manager	Other Senior Professionals	Assistants and Support Staff	Total	Total cost (£)	Avg. Hourly Rate (£)
Administration & planning	4 75	21 20	67 25	32 78	125 98	11,550 80	91 69
Investigations	0 50	1 30	32 80	0 60	35 20	3,250 05	92 33
Realisations	21 40	24 60	143 95	28 90	218 85	23,190 90	105 97
Creditors	5 75	17 80	92 70	13 30	129 55	11,702 70	90 33
Total time	32 40	64 90	336 70	75 58	509 58	49,694 45	97 52
<b>Disbursements</b>							
Faxes						4 50	
Photocopying						189 10	
Binding Accounts						9 00	
Postage						1 12	
Mileage						163 45	
Room Hire (Insolvency)						70 00	
Mailing Fee (Insolvency)						107 25	
Archive Management (Insolvency)						420 77	
Company Searches						7 00	
Total disbursements						972 19	
				<b>Grand Total</b>		<b>50,666.64</b>	

N B For a more detailed explanation of the categories above please see the attached analysis

## ADDITIONAL INFORMATION IN RELATION TO LIQUIDATOR'S FEES

### PURSUANT TO STATEMENT OF INSOLVENCY PRACTICE 9 (SIP9)

#### Policy

Detailed below is Milsted Langdon LLP's policy in relation to

- Staff allocation and the use of subcontractors
- Professional advisors
- Disbursements

#### Staff allocation and the use of subcontractors

Our general approach to resourcing our assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the case team will usually consist of a Partner, Manager, Senior and Assistant. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and on larger, more complex cases, several Seniors/Assistants may be allocated to meet the demands of the case.

With regard to support staff, we would advise that time spent by cashiers in relation to specific tasks on an assignment is charged.

#### Professional advisors

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
Ashfords LLP (legal advice)	Hourly rate & disbursements
Stephens Scown LLP (legal advice)	Hourly rate & disbursements
MST Auctioneers Limited (Sale and valuation of assets)	Percentage of sale proceedings and fixed cost and disbursements
AUA Insolvency Risk Services Limited (asset insurance)	Set fee
ERA Solutions (Tamworth) Limited (employment claims)	Set fee per employee
J P Gainsford Associates (dilapidation claims re rental property)	Hourly rate & disbursements
Barnard Surveying Ltd	Hourly rate & disbursements

Our choice was based on our perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of our fee arrangement with them

### Disbursements

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.

Category 2 disbursements do require approval from creditors. These disbursements can include costs incurred which relate to payments due to associated companies for the provision of services to the office holder. On this case the following costs have been incurred:

Disbursement	Charge
Archive storage	55p per box per week
Faxes	50p per sheet
Internal room hire for creditors' meetings	£70
Mailing fees (including postage) - Large	75p per mailed pack
Mailing fees (including postage) - Small	50p per mailed pack
Mileage	40p per mile
Photocopies	10p per sheet
Record boxes	£1 50 per box

### Charge-out rates

A schedule of Milsted Langdon LLP's charge-out rates was issued to creditors at the time the basis of the Liquidator's remuneration was approved. There have been no material increases in charge-out rates since that date.

	(Per hour) £
Partner	220-240
Managers and Administrators	84-168
Other administrative staff	28-63

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**R S L (South West) Limited - In Liquidation**  
**Creditor's Statement of Claim**

Name and address of creditor

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Amount claimed (including VAT)

£
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Signature

---

Print name

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Date

---

Telephone

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Fax

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E-mail

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Reference

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Please provide appropriate supporting documentation for your claim. Claims submitted without supporting documentation may be rejected.

If you are registered for VAT the amount claimed should include VAT even if VAT bad relief has been claimed under the Value Added Tax Act 1994.

Please return this form when you have completed it to Milsted Langdon LLP, Winchester House, Deane Gate Avenue, Taunton, Somerset, TA1 2UH

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