

AM10

Notice of administrator's progress report



Companies House

TUESDAY



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A08

09/06/2020

#146

COMPANIES HOUSE

1 Company details

Company number 02283390

Company name in full Eurosigns (UK) Limited

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

2 Administrator's name

Full forename(s) Mike

Surname Dillon

3 Administrator's address

Building name/number Leonard Curtis

Street Riverside House

Irwell Street

Post town Manchester

County/Region

Postcode M35EN

Country

4 Administrator's name ①

Full forename(s) Andrew

Surname Poxon

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

5 Administrator's address ②

Building name/number Leonard Curtis

Street Riverside House

Irwell Street

Post town Manchester

County/Region

Postcode M35EN

Country

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

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6 Period of progress report

From date	d	1	d	6	m	1	m	1	y	2	y	0	y	1	y	9
To date	d	1	d	5	m	0	m	5	y	2	y	0	y	2	y	0

7 Progress report

☒ I attach a copy of the progress report

8 Sign and date

Administrator's
signature

Signature

X 

X

Signature date	d	0	d	9	m	0	m	6	y	2	y	0	y	2	y	0
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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

James Smith

Company name

Leonard Curtis

Address

Riverside House

Irwell Street

Manchester

Post town

County/Region

Postcode

M 3 5 E N

Country

DX

Telephone

0161 831 9999



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



LEONARD CURTIS
BUSINESS RESCUE & RECOVERY

EUROSIGNS (UK) LIMITED
(IN ADMINISTRATION)

Registered Number: 02283390

Court Ref: 3129 of 2018

High Court of Justice Business and Property Courts in Manchester - Company & Insolvency List (CHD)

**Joint Administrators' Third Progress Report in accordance
with Rule 18.3 of the Insolvency (England and Wales) Rules 2016**

**Report period
16 November 2019 to 15 May 2020**

9 June 2020

Mike Dillon and Andrew Poxon - Joint Administrators
Leonard Curtis
Riverside House, Irwell Street, Manchester M3 5EN
Tel: 0161 831 9999 Fax: 0161 831 9090
General email: recovery@leonardcurtis.co.uk
Ref: M/56/JSM/E794K/1010

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**STRICTLY PRIVATE AND CONFIDENTIAL
NOT FOR PUBLICATION**

**TO: THE REGISTRAR OF COMPANIES
ALL CREDITORS
ALL MEMBERS**

1 INTRODUCTION

- 1.1 This report has been produced in accordance with Rule 18.3 of the Insolvency (England and Wales) Rules 2016 ("the Rules") to provide creditors with an update on the progress of the Administration of Eurosigns (UK) Limited ("the Company") for the period from 16 November 2019 to 15 May 2020. This is the Joint Administrators' third progress report to creditors.
- 1.2 Much of the information contained in this report encompasses the whole period of the Administration. Please be aware, however, that where reference is made to "the period of this report", this specifically means 16 November 2019 to 15 May 2020, being the period since the end of the period covered by the last progress report.

2 STATUTORY INFORMATION

- 2.1 Julien Irving and Andrew Poxon were appointed as Joint Administrators of the Company in the jurisdiction of High Court of Justice Business and Property Courts in Manchester - Company & Insolvency List (CHD), number 3129 of 2018 on 16 November 2018. The Administration appointment was made by the secured creditor, Bibby Financial Services Limited ("Bibby").
- 2.2 Mr Irving has left Leonard Curtis and agreed to transfer the management of his insolvency caseload to other appropriate insolvency practitioners within Leonard Curtis. In accordance with Rules 12.36 and 12.37 of the Insolvency (England and Wales) Rules 2016 therefore, an application was made to Court for an Order to remove Mr Irving as Insolvency Practitioner on each of his cases and replace him with an insolvency practitioner of Leonard Curtis. The Order was granted by the Court on 17 April 2020. Accordingly, Mr Irving ceased to act as Joint Administrator of this case on 17 April 2020 and Mike Dillon was appointed in his place. Mike Dillon is licensed in the UK by the Institute of Chartered Accountants in England and Wales.
- 2.3 Any creditor may apply to vary or discharge this Order within 28 days of the date of this communication.
- 2.4 The Administration is being handled by the Manchester office of Leonard Curtis, which is situated at Riverside House, Irwell Street, Manchester, M3 5EN.
- 2.5 The principal trading address of the Company was Winterstoke Road, Weston Super Mare, BS24 9BQ. The business traded under its registered name.
- 2.6 The registered office address of the Company at the date of the appointment of the Joint Administrators was Winterstoke Road, Weston-Super-Mare, Somerset, BS24 9BQ. Following the appointment, this was changed to Tower 12, 18/22 Bridge Street, Spinningfields, Manchester M3 3BZ. Following an office relocation, the registered office was changed to Riverside House, Irwell Street, Manchester, M3 5EN. The registered number of the Company is 02283390.
- 2.7 For the purposes of paragraph 100(2) of Schedule B1 to the Insolvency Act 1986 (as amended), it should be noted that during the period in which the Administration Order is in force, any act or function required or authorised under any enactment to be done by the Joint Administrators may be exercised by all or any of the persons holding that office.

- 2.8 The Company's main centre of operations is based in the UK. The EC Regulation on Insolvency Proceedings applies and the proceedings are main proceedings under the Regulation.

3 JOINT ADMINISTRATORS' PROPOSALS

- 3.1 Attached at Appendix A is a summary of the Joint Administrators' approved proposals for achieving one of the three statutory purposes of Administration.
- 3.2 The Proposals were deemed approved by creditors on 8 January 2019.
- 3.3 There have been no major amendments to, or deviations from, the proposals during the course of the Administration to date.
- 3.4 The objective of the Administration is to realise property in order to make a distribution to one or more secured or preferential creditors.
- 3.5 The objective has been achieved as Bibby have been repaid in full under their Fixed Charge security.

4 PROGRESS OF THE ADMINISTRATION

- 4.1 Attached at Appendix B is the Joint Administrators' receipts and payments account for the period from 16 November 2019 to 15 May 2020.

Sale of Business

- 4.2 As previously reported to creditors, the business and assets of the Company were sold on 29 November 2019 to Square One Signs & Graphics Limited (CRN: 11532777) (formerly AGHOCO 1758 Limited) ("the Purchaser"). The sales consideration totalled £317,805.59. The deferred consideration was secured by way of a debenture from the Purchaser.

- 4.3 The sales consideration of £317,805.59 was apportioned as follows:

	£
Book Debts – Due on completion to secured creditor	157,805.59
Book Debts – Residual equity and subject to deferred	40,000.00
Equipment, Plant and Machinery	100,000.00
The Stocks and Contracts	12,000.00
The Goodwill	7,997.00
The Intellectual Property	1.00
The Business Information	1.00
The Seller's Records	1.00
Total	317,805.59

- 4.4 Initial consideration of £157,805.59 was paid to the secured creditor by way of a funds flow agreement on completion, with the balance of £160,000.00 due by way of a deferred repayment plan, consisting of one payment of £23,000, one payment of 22,833.35, and five payments of £22,833.33.
- 4.5 During the previous reporting periods, we received £78,666.69 in deferred consideration, which has been apportioned between the assets as per the above agreement. As disclosed in our previous report the Purchaser entered into Administration on 4 October 2019 which resulted in the debenture held over the assets being enforced, using our specialist agents Cerberus Asset Management ("CAM"), to exercise our rights to retention of title over the assets. Funds received from the auctions has totalled £83,244.06 including a further sum of £220.00 received during the period of this report from the final sales.

4.6 It had been noted in our previous report that due to the action of enforcing our debenture we incurred further liability in relation to the lease held by the Company. Initial discussions were had with the Landlord's legal advisor to ascertain the balance of the additional property costs, whereby a final figure was reached totalling £8,747.80. The Landlord expressed an interest to purchase a number of fan heaters which remained after the auction of assets and it was agreed to invoice the value of these fan heaters for £4,000.00 plus VAT to be partly set off against the outstanding funds due leaving a balance of £4,747.80 plus VAT. Once the full sum of the liability owed to the Landlord was calculated we were able to agree a surrender of the Company's lease which took place on 17 March 2020.

4.7 It has been noted that after the proceeds of auction have been received the remaining balance owed to the Administration totals approximately £11,000 based on the additional costs incurred in enforcing our debenture and arranging for the sale of the assets. Based on the latest report from the administrators of the Purchaser, the Joint Administrators have been informed that there will be no potential return to the estate therefore it is anticipated that there will be no more realisations from this category of asset.

Interest

4.8 It has been noted that the sum of £38.11 of interest has been received from funds held within the estate account. The total interest received to date is £151.85. It is anticipated that any further realisations in regard to this category of asset will be minimal.

Dividend due from Debtors

4.9 The Joint Administrators have been informed that the Company is a creditor in the Liquidation of E.R.Hemmings (Building) Limited ("ERH"). Initial indications were that creditors were to receive a 15p in the pound dividend however the latest update from the Liquidators has revised this figure to 2p in the pound.

4.10 The Joint Administrators have lodged their interest within the Liquidation but are currently reviewing the total quantum of their claim. No information has been supplied to the creditors of ERH as to the timing of any such distribution. Once the full claim has been quantified the Joint Administrators will take a stance on the best course of action to take regarding this claim.

Potential Customer Refund

4.11 Early in the Administration we were provided the sum of £2,923.92 from Natwest Bank. It was initially assumed that these funds may have been mis-paid and were due to Barclaycard, as the Company's credit card payment processor. The Joint Administrators have made numerous attempts to contact Barclaycard to obtain confirmation if these funds were due to the Company or if they were a refund due to Barclaycard.

4.12 From correspondence with Barclaycard they have been unable to locate any payment outstanding to this sum and have made no claim to the monies. Due to the correspondence and the time lapsed the Joint Administrators have taken the stance that these funds form part of the Administration estate. No further realisations are due under this category of asset.

5 ASSETS STILL TO BE REALISED

5.1 The only category of asset which remains to be resolved is in relation to the potential dividend due to the estate, detailed at Section 4 above.

6 INVESTIGATIONS

- 6.1 Following their appointment, the Joint Administrators considered the information acquired in the course of appraising and realising the business and assets of the Company, together with information provided by the Company's directors and its creditors, to identify any further possible realisations for the estate and what further investigations, if any, might be appropriate.
- 6.2 As disclosed in our previous report concerns have been raised of which the Joint Administrators investigations are currently ongoing. It is not appropriate to provide details of the investigations at this time in order not to prejudice the outcome of the investigations.
- 6.3 Regardless of the above, the Joint Administrators have complied with their statutory obligations under the Company Directors Disqualification Act 1986 and the appropriate report has been submitted to the relevant authority.

7 JOINT ADMINISTRATORS' REMUNERATION AND DISBURSEMENTS**Pre-Administration Costs**

- 7.1 On 14 January 2019, the secured creditor consented to the following pre-Administration costs and expenses being paid as an expense of the Administration:

Charged by	Services provided	Total amount charged £	Amount paid £	Who payments made by	Amount unpaid £
Leonard Curtis	Discussions with the secured creditor and directors, considering whether an Administration purpose could be achieved, planning for trading period and attending to all statutory matters relating to the appointment.	11,497.00	11,497.00	Joint Administrator	Nil
Turner Parkinson	General legal advice, dealing with the appointment process, preparation and filing of appointment documents.	2,091.00	2,091.00	Joint Administrator	Nil
CRM	Debtor ledger assessment	3,750.00	3,750.00	Joint Administrator	Nil
	Total	17,338.00	17,338.00		Nil

- 7.2 These costs have been paid and are detailed in the receipts and payments account attached at Appendix B.

Joint Administrators' Remuneration

- 7.3 On 14 January 2019, the secured creditor agreed that the basis of the Joint Administrators' remuneration be fixed by reference to time properly spent by them and their staff in attending to matters arising from the Administration for an amount not exceeding £115,662.50, as set out in a Fees Estimate.
- 7.4 To date, time charged by the Joint Administrators since appointment are £130,498.00. The time charged by the Joint Administrators for the period of this report amounts to £9,271.50. This represents 33.1 hours at an average rate of £280.11 per hour. A summary of time costs incurred in the period is set out at Appendix C, together with a detailed description of work undertaken in the period, attributable to each category of time costs, and an explanation of why it was necessary for that work to be performed.
- 7.5 Attached, at Appendix D, is a summary of time costs incurred to date compared with time costs as set out in the Joint Administrators' original fees estimate.

- 7.6 You will note that time costs incurred to date exceed the time as set out in the Fees Estimate. As demonstrated at Appendix D, costs attributable to each category of time generally fall within those anticipated. The areas where significant variance has occurred relate to Assets, Landlords, Debenture Holder and Legal Services.
- 7.7 A greater amount of time has been incurred totalling £17,532.00 in relation to the category of Assets. This has primarily resulted from the Purchaser's financial difficulties, which were not anticipated at the outset of the matter. Time has been spent by the case administrator pursuing the Purchaser for payment. It has then been necessary to hold several meetings with the Purchaser, the secured creditor, and internal meetings between the case administration team to agree the best way forward to recover the amounts outstanding. Additional time has then been spent with regards to the sale of assets at auction, and corresponding with the Purchaser's administrators.
- 7.8 An estimate was not provided in our fees estimate for the provision of Legal Services which incurred additional costs of £6,989.50. The use of Leonard Curtis' in-house legal team is considered to be substantially more cost effective than seeking external legal advice. Time has been incurred by our legal team in relation to the leasehold premises, advising the Joint Administrators regarding their position, dealing with extensions to the licence to occupy, and preparing a surrender agreement.
- 7.9 Overall time costs of £9,749.00 have been incurred over that which was anticipated for the category of Landlords. More time has been spent liaising with the landlord in respect of the continued occupation of the premises to arrange for the sale of assets discussed previously in this report and negotiations surrounding the surrender of the lease due to the continued occupation of the premises. The Joint Administrators have also spent time reviewing the Deed of Surrender which was drafted by the in-house legal department.
- 7.10 Overall time costs of £1,629.00 have been incurred over that which was anticipated for the category of Debenture Holder. Time has been spent by more senior members of Leonard Curtis staff liaising with Bibby by way of updates of the Administration.
- 7.11 The Administration is not yet complete and it is therefore anticipated that further time costs will be incurred in dealing with this matter. As noted above, the Fees Estimate has been exceeded, however recovery of our unpaid time costs will undoubtedly be limited to available funds. Accordingly the Joint Administrators do not propose requesting the secured creditor considers a revision to the Fees Estimate at this stage, although the Joint Administrators reserve the right to in the event that significant further realisations are made.
- 7.12 Further guidance may be found in "A Creditors' Guide to Administrators' Fees" (Version 4 – April 2017) which may be downloaded from:

<https://www.r3.org.uk/technical-library/england-wales/technical-guidance/fees/>
- 7.13 If you would prefer this to be sent to you in hard copy please contact James Smith of this office on 0161 831 9999.
- 7.14 The remuneration drawn by the Joint Administrators to date totals £97,003 plus VAT of which £69,000 plus VAT was drawn during this reporting period.

8 JOINT ADMINISTRATORS' EXPENSES

- 8.1 Creditors will recall that the Joint Administrators have previously circulated a 'Statement of Likely Expenses' in this matter.

Expenses are separated into the following categories:

- (i) Standard Expenses: this category includes expenses payable by virtue of the nature of the Administration process and / or payable in order to comply with legal or regulatory requirements.

- (ii) **Case Specific Expenses:** this category includes expenses likely to be payable by the Joint Administrators in carrying out their duties in dealing with issues arising in a particular case. Also included within this category are costs that are directly referable to the Administration but are not paid to an independent third party (and which may include an element of allocated costs).

These are known as "Category 2 disbursements" and are subject to the approval of the creditors. On 14 January 2019, the secured creditor also approved that category 2 disbursements could be drawn by the Joint Administrators, as detailed at Appendix F.

- 8.2 A copy of the Joint Administrators' statement of likely expenses, together with comparative details of expenses incurred during the current reporting period and confirmation as to whether those amounts are paid or unpaid is set out at Appendix E.
- 8.3 You will note that, in general, the nature and value of expenses incurred to date fall within those anticipated within the original statement of expenses.
- 8.4 The Joint Administrators have used the professional services of Landwood Group during the administration which was not included in the Joint Administrators statement of likely expenses. Landwood Group have reviewed the Landlord's dilapidations claim, and have provided us with specialist advice on a fixed fees basis.
- 8.5 CAM have incurred £13,069.78 of costs during the administration in relation to their commission for the sale of the assets at auction. Given that an auction was not envisioned at the outset of this matter, costs for this were not included in our original estimate. However, these costs were necessary to realise the assets covered under our debenture to the benefit of the Administration.
- 8.6 Attached at Appendix F is additional information in relation to the firm's policy on staffing, the use of sub-contractors, disbursements and details of our current charge-out rates by staff grade. Please be aware that the firm's charge out rates have been amended with effect from 1 August 2019.
- 8.7 Under Rule 18.9 of the Rules, within 21 days of receipt of this report, a secured creditor, or an unsecured creditor with either the concurrence of at least 5% in value of the unsecured creditors (including the creditor in question), or with the permission of the court, may make a written request to the Joint Administrators for further information about remuneration or expenses set out in this report.
- 8.8 Under Rule 18.34 of the Rules, any secured creditor, or any unsecured creditor with either the concurrence of at least 10% in value of the unsecured creditors (including that creditor) or the permission of the court, may apply to the court, on the grounds that the basis fixed for the Joint Administrators' remuneration is inappropriate, or the remuneration or expenses charged by the Joint Administrators are, in all the circumstances, excessive.
- 8.9 The application must be made no later than eight weeks after receipt of the progress report that first reports the fee basis, the charging of the remuneration or the incurring of the expenses in question.
- 8.10 Unless the court orders otherwise, the costs of the application shall be paid by the applicant and are not payable as an expense of the Administration.

9 ESTIMATED OUTCOME FOR CREDITORS

- 9.1 In order to assist the various classes of creditors in assessing the quantum of any dividend which may or may not be payable to them, we have produced an Estimated Outcome Statement. This is attached at Appendix G.

Secured Creditor

Bibby

- 9.2 The Company was funded by way of an Invoice Finance Facility with Bibby, who hold security by way of a Debenture, incorporating Fixed and Floating charges over all assets, created on 14 September 2018.
- 9.3 Bibby has received £157,805.59 during the course of the administration. Bibby have been repaid in full under their fixed charge.

Preferential Claims

- 9.4 The only categories of claims which have preferential status are those of employees in respect of wages, accrued holiday pay and certain pension contributions. All preferential claims were submitted to the Redundancy Payments' Service (RPS) and we have received their subrogated preferential claim within the period totalling £4,780.43.
- 9.5 In any case, it is not anticipated that there will be sufficient realisations to enable a distribution to preferential creditors in this instance.

Prescribed Part

- 9.6 As Bibby have been repaid in full under its fixed charge, there is no requirement to set aside a prescribed part in this case.

Unsecured Non-Preferential Claims

- 9.7 At present, it is considered unlikely that there will be sufficient funds available to enable any form of distribution to unsecured creditors. However, creditors should continue to submit their claims to our office. A proof of debt form is attached at Appendix H for your ease of use. All claims received will be passed on to any subsequent liquidator should one be appointed.
- 9.8 From April 2017, the Joint Administrators have had the discretion to admit claims from creditors with claims under £1,000 without receiving a proof of debt. The Joint Administrators confirm that, to date, no claims have been admitted under the small claims provisions.

10 MATTERS STILL TO BE DEALT WITH

- 10.1 Matters still to be dealt with before conclusion of the Administration include the following:
- The realisation of the remaining assets, as detailed in sections 4 and 5; and
 - The unpaid remuneration and expenses will need to be defrayed.

11 EXTENSIONS TO THE ADMINISTRATION

- 11.1 The appointment of administrators ordinarily ceases to have effect at the end of the period of one year from the date of their appointment.
- 11.2 In certain circumstances it may be necessary to extend the administrators' term of office. As you will be aware, the period of the administration was extended for twelve months until 15 November 2020 with consent of the secured creditor of the Company.

EUROSIGNS (UK) LIMITED – IN ADMINISTRATION

11.3 It is considered unlikely that a further extension will be required as the remaining matters still to be dealt with are close to conclusion. Once all matters relating to the administration have been completed, the Joint Administrators will file a Notice that the Company should be dissolved.

11.4 The Joint Administrators will be discharged from liability immediately upon their appointment as Administrators ceasing to have effect.

12 NEXT REPORT

12.1 The Joint Administrators are required to provide a progress report which must be delivered within one month of the end of the next six months of the Administration or earlier if the Administration has been finalised.

13 DATA PROTECTION

13.1 Finally, when submitting details of your claim in the administration, you may disclose personal data to the Joint Administrators. The processing of personal data is regulated in the UK by the General Data Protection Regulation EU 2016/679 as supplemented by the Data Protection Act 2018, together with other laws which relate to privacy and electronic communications. The Joint Administrators act as Data Controllers in respect of personal data they obtain in relation to this administration and are therefore responsible for complying with Data Protection Law in respect of any personal data they process. The Joint Administrators' privacy notice, which is attached to this report at Appendix I, explains how they process your personal data. Terms used in this clause bear the same meanings as are ascribed to them in Data Protection Law.

If you wish to discuss the issues raised in this report or require any additional information, please contact this office.

Yours faithfully
for and on behalf of
EUROSIGNS (UK) LIMITED



ANDREW POXON
JOINT ADMINISTRATOR

Mike Dillon and Andrew Poxon are authorised to act as insolvency practitioners in the UK by the Institute of Chartered Accountants in England and Wales under office holder numbers 24610 and 8620, respectively

The affairs, business and property of the Company are being managed by the Joint Administrators, who act as agents of the Company without personal liability.

SUMMARY OF JOINT ADMINISTRATORS' APPROVED PROPOSALS

1. The Joint Administrators continue to manage the business, affairs and property of the Company in such a manner as they consider expedient with a view to achieving the statutory purposes of the Administration.
2. If appropriate, the Joint Administrators take any action they consider necessary with a view to the approval of a Company Voluntary Arrangement ("CVA") or Scheme of Arrangement in relation to the Company.
3. If appropriate, the Joint Administrators file a notice with the Registrar of Companies in order that the Administration will cease and the Company will move automatically into Creditors' Voluntary Liquidation. It is further proposed that Julien Irving and/or Andrew Poxon be appointed (Joint) Liquidator(s) of the Company and that where Joint Liquidators are proposed any act required or authorised to be done by the Joint Liquidators may be exercised by both or either of them. NB. Creditors may nominate a different person as the proposed Liquidator, provided that the nomination is made after receipt of these proposals and before the proposals are approved.
4. Alternatively, if appropriate, the Joint Administrators apply to Court under Para 65 (3) of Schedule B1 to the Insolvency Act 1986 (as amended) for permission to make a distribution to the unsecured creditors within the Administration.
5. In the event that there are no monies remaining to be distributed to creditors and as soon as all matters relating to the Administration have been completed, the Joint Administrators file a Notice with the Registrar of Companies that the Company should be dissolved.
6. The Joint Administrators investigate and, if appropriate, pursue any claims that they or the Company may have against any directors or former directors, other third parties, officers or former officers, advisers or former advisers of the Company.
7. The Company may be placed into compulsory liquidation in circumstances where assets are still to be realised or investigations concluded yet there will be no return to unsecured creditors. In these circumstances it is further proposed that Julien Irving and/or Andrew Poxon be appointed (Joint) Liquidator(s) of the Company and that where Joint Liquidators are proposed any act required or authorised to be done by the Joint Liquidators may be exercised by both or either of them.
8. The Joint Administrators shall do all such other things and generally exercise all of his powers as contained in Schedule 1 of the Insolvency Act 1986, as he considers desirable or expedient to achieve the statutory purpose of the Administration.

Note: references to Julien Irving are replaced by Mike Dillon as detailed in section 2.2 of this report.

**SUMMARY OF JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD FROM
16 NOVEMBER 2019 TO 15 MAY 2020**

	Estimated to Realise	Previously Reported	This period	Cumulative
	£	£	£	£
RECEIPTS				
Book Debts (subject to Fixed Charge)	157,805.59	157,805.59	-	157,805.59
Book Debts (surplus subject to deferred)	40,000.00	19,666.68	-	19,666.68
VAT Reclaimable on Bibby's Fees	-	2,658.14	-	2,658.18
Goodwill, Business Information, Intellectual Property & Seller's Records	8,000.00	3,933.34	-	3,933.34
Equipment, Plant and Machinery	100,000.00	49,166.68	-	49,166.68
Stock and Contracts	12,000.00	5,900.00	-	5,900.00
Fan Heaters	-	-	4,000.00	4,000.00
Auction Proceeds	-	83,024.06	220.00	83,244.06
Cash at Bank	2,244.00	2,599.96	-	2,599.96
Book Debt (not subject to Fixed Charge)	-	69.82	-	69.82
Post Appointment Receipts	-	4,350.54	-	4,350.54
Potential Customer Refund	-	2,923.92	-	2,923.92
Book Debt due to Purchaser	-	214.80	-	214.80
Licence to Occupy Fee	-	68,333.33	-	68,333.33
Bank Interest	-	113.74	38.11	151.85
	<u>320,049.59</u>	<u>400,760.60</u>	<u>4,258.11</u>	<u>405,018.71</u>
PAYMENTS				
Administrators Remuneration		(28,003.00)	(69,000.00)	(97,003.00)
Agents Fees & Expenses		(18,750.00)	-	(18,750.00)
Solicitors fees & Expenses		(9,909.00)	-	(9,909.00)
Solicitors Disbursements		(105.00)	-	(105.00)
Pre Appointment Agents Fees		(3,750.00)	-	(3,750.00)
Pre Appointment Administrators Fees		(11,497.00)	-	(11,497.00)
Pre Appointment Legal fees		(2,091.00)	-	(2,091.00)
Other Professional Fees		(2,150.00)	-	(2,150.00)
Post Appt Receipts due to the Purchaser		(4,452.87)	-	(4,452.87)
Rent		(68,333.33)	-	(68,333.33)
Property Charges		-	(4,000.00)	(4,000.00)
Insurance		(1,134.55)	-	(1,134.55)
Disbursements CAT1		(506.13)	(307.61)	(813.74)
Disbursements CAT2		(174.75)	(453.75)	(628.50)
Auction costs and disbursements		(13,036.78)	(33.00)	(13,069.78)
Bank Charges		(52.50)	-	(52.50)
		<u>(163,945.91)</u>	<u>(73,794.36)</u>	<u>(237,740.27)</u>
DISTRIBUTIONS				
Bibby Financial Services Limited		(157,805.59)	-	(157,805.59)
BALANCE IN HAND		<u>79,009.10</u>	<u>(69,536.25)</u>	<u>9,472.85</u>

Note:

The previous report details VAT reclaimable on Bibby's fees of £2,658.18. This amount was stated in error and £2,658.14 was the correct amount. Therefore this report details 4p less in the previously reported column.

**SUMMARY OF JOINT ADMINISTRATORS' TIME COSTS FOR THE PERIOD
FROM 16 NOVEMBER 2019 TO 15 MAY 2020**

	Total Units	Cost £	Average Hourly Rate £
Statutory and Review	49	1,536.50	313.57
Receipts and Payments	79	2,143.00	271.27
Insurance	10	280.00	280.00
Assets	17	425.00	250.00
Liabilities	101	2,486.00	246.14
Landlords	42	1,144.50	272.50
General Administration	8	189.00	236.25
Legal Services	25	1,067.50	427.00
Total	331	9,271.50	280.11

All Units are 6 minutes

DESCRIPTION OF TIME SPENT BY CATEGORY

Statutory and Review

This category of activity encompasses work undertaken for both statutory and case management purposes. Whilst this work will not directly result in any monetary value for creditors, it ensures that the case is managed efficiently and resourced appropriately, which is of benefit to all creditors. The work carried out under this category has comprised the following:

- Case management reviews have been carried out periodically to ensure that the case is progressing as planned. Reviews have been completed by both the case administration team to ensure day to day tasks are in good order, and by senior members of staff to ensure all statutory obligations and best practice guidelines are being adhered to; and
- Allocation of staff, management of staff, case resourcing and budgeting – this has involved tasks being delegated to appropriate team members to ensure work is being performed by staff members with the appropriate level of experience;

Receipts and Payments

This category of work will not result in a direct financial benefit for creditors. However, close monitoring of case bank accounts is essential to ensure that bank interest is maximised where possible, estate expenses are properly managed and kept to a minimum and amounts payable to creditors are identified and distributed promptly.

- Completing VAT reconciliation work following errors by HMRC;
- Preparing VAT returns, and telephone conversations with HMRC regarding the same;
- Managing estate expenses, including the allocation of funds received and payment of invoices; and
- Maintaining an Estimated Outcome Statement.

Insurance, Bonding and Pensions

Insolvency Practitioners are obliged to comply with certain statutory requirements when conducting their cases. Some of these requirements are in place to protect company assets (see bonding matters below), whilst requirements in respect of company pension schemes are there to protect the pension funds of Company employees. Whilst there is no direct financial benefit to Company creditors in dealing with these, close control of case expenditure is crucial to delivering maximum returns to the appropriate class of creditor.

- Periodic review of bonding requirements to ensure that creditors are appropriately protected. The bond has been reviewed upon each large receipt of monies into the case and also at three month intervals in accordance with best practice; and
- Review of the pension scheme to determine if any further action is required.

Assets

Time has been spent reviewing the Purchaser's Administrators' Proposals in order to gauge the returns to creditors in preparation for a claim being submitted.

Time has also been spent liaising with Barclaycard with regards to the potential customer refund.

Time has been spent reviewing the progress report of a debtor who entered into Administration to establish the benefit to the estate.

Liabilities

This category of time includes both statutory and non-statutory matters.

Statutory

- Processing of claims from the Company's creditors – this has included logging all claims received, and corresponding with creditors regarding their claims where necessary.
- Preparation and review of the Joint Administrators' Second Progress Report and submission of the report.

Non-statutory

- Dealing with enquiries from the Company's creditors.

Landlords

- Corresponding with LC Legal and the Landlord with regards to their dilapidations claim, and agreeing an offset against the rent deposit held;
- Liaising with legal team with regards to agreeing a surrender to the lease; and
- Dealing with the matter of the continued occupation of the premises following the administration of the Purchaser and concluding what the outstanding liability would be to the estate.

General Administration

This category of work does not result in a direct financial benefit for creditors; however it is necessary for these tasks to be completed in order to ensure the smooth and efficient progression of the administration:

- Maintaining the administrators' records; and
- Updating case diary lines.

Legal Services

Time has been spent by our in-house legal team in respect of finalising the matter of the Deed of Surrender for the Company's trading premises after the completion of the auctions.

**SUMMARY OF JOINT ADMINISTRATORS' TOTAL TIME COSTS TO 15 MAY 2020
INCORPORATING A COMPARISON WITH THE JOINT ADMINISTRATORS' APPROVED FEE ESTIMATE**

	FEES ESTIMATE			INCURRED TO 15 MAY 2020			VARIANCE
	Total		Average	Total		Average	
	Units	Cost	hourly rate	Units	Cost	hourly rate	
	No	£	£	No	£	£	£
Statutory and review	380	10,997.50	289.41	346	10,702.50	309.32	295.00
Receipts and payments	229	5,547.50	242.25	211	5,353.00	253.70	194.50
Insurance, bonding and pensions	34	948	278.82	33	1,027.00	311.21	(79.00)
Assets	760	25,475.00	335.2	1108	43,007.00	388.15	(17,532.00)
Liabilities	981	27,695.00	282.31	449	14,098.50	314.00	13,596.50
Landlords	20	637.5	318.75	326	10,386.50	318.60	(9,749.00)
Trading	250	9,165.00	366.6	223	8,355.00	374.66	810.00
Debenture holder	120	4,360.00	363.33	159	5,989.00	376.67	(1,629.00)
General administration	116	2,972.50	256.25	135	3,894.00	288.44	(921.50)
Appointment	263	6,049.50	230.02	271	6,169.50	227.66	(120.00)
Planning and Strategy	-	-	-	5	115.00	230.00	(115.00)
Post appointment Creditors Decisions	390	10,810.00	277.18	195	6,861.00	351.85	3,949.00
Investigations	370	11,005.00	297.43	200	7,550.50	377.53	3,454.50
Legal Services - Preparation	-	-	-	139	5,247.00	377.48	(5,247.00)
Legal Services - Drafting docs	-	-	-	61	1,708.00	280.00	(1,708.00)
Legal Services - Email Out	-	-	-	1	34.50	345.00	(34.50)
	2932	115,662.50	394.48	3,862	130,498.00	337.90	(14,835.50)

**SUMMARY OF JOINT ADMINISTRATORS' EXPENSES
FROM 16 NOVEMBER 2019 TO 15 MAY 2020
INCORPORATING A COMPARISON OF THE JOINT ADMINISTRATORS'
STATEMENT OF LIKELY EXPENSES**

Standard Expenses

Type	Charged by	Description	Estimated Amount £	Total Amount Incurred to Date £	Amount Incurred in This Period £	Amount Paid £	Amount Unpaid £
AML Checks (Cat 1)	Business Tax Centre	Electronic client verification	20.00	20.00	-	20.00	-
Bond Fee (Cat 1)	AUA Insolvency Risk Services	Insurance bond	260.00	260.00	-	260.00	-
Document Hosting (Cat 1)	Creditor Web	Hosting of documents for creditors	56.00	91.00	19.60	71.40	19.60
Software Licence Fee (Cat 1)	Pelstar	Case management system licence fee	87.00	87.00	-	87.00	-
Statutory Advertising (Cat 1)	Courts Advertising	Advertising	100.00	83.02	-	83.02	-
Storage Costs (Cat 1)	Auctus Limited	Storage of books and records	200.00	63.25	25.30	37.95	25.30
		Total standard expenses	723.00	604.27	44.90	559.37	44.90

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Case Specific Expenses

Type	Charged by	Description	Estimated Amount £	Total Amount Incurred to Date £	Amount Incurred in This Period £	Amount Paid £	Amount Unpaid £
Agents' Fees	CAM	Costs of valuing and realising assets, ongoing support with regards the trading period, securing the premises for insurance purposes, collection of books and records and assisting with Retention of Title claims.	15,000.00	15,195.00 (please note £195.00 of these costs are a CAT1 cost)	-	15,195.00	-
Agents' Fees	CAM	Commission and disbursements in relation to the sale of assets at auction	-	13,069.78	33.00	13,069.78	-
Agents' fees	CRM	Assessment of debtor ledger and recommendation as to sale	3,750.00	3,750.00	-	3,750.00	-
Legal Fees	Turner Parkinson	Costs of preparing sale documents, advice in regard to sale, and general legal advice as required.	10,000.00	9,909.00	-	9,909.00	-
Legal Disbursements	Turner Parkinson	Disbursements in connection with legal work	-	105.00	-	105.00	-
Accountancy Fees	N/a	Assisting the directors with the preparation of the Statement of Affairs, calculation of tax position and reviewing tax relief available.	5,000.00	-	-	-	-
Other Professional Fees	Insol	Costs of processing employees claims and calculating TUPE liability	3,000.00	950.00	-	950.00	-
Other professional fees	Insol	Submission of claim for pension contributions	-	1,345.00	-	700.00	645.00
Other professional fees	Landwood Group	Specialist advise regarding dilapidations claim from the landlord	-	500.00	-	500.00	-
Insurance of Assets	Eddisons	Costs of insuring the Company's assets	1,134.55	1,134.55	-	1,134.55	-
Bank Charges	AIB	Bank Charges	-	52.50	-	52.50	-
Other Disbursements	LC Staff	Category 2 disbursement requiring specific creditor / committee approval (mileage)	500.00	628.51	-	628.51	-
Other Disbursements (Cat 1)	LC Staff	Overnight expenses	-	46.29	-	46.29	-
Other Disbursements (Cat 1)	LC Staff	Toll road	-	11.17	-	11.17	-
Other Disbursements (Cat 1)	LC Staff	External entertainment	-	5.80	-	5.80	-
Property Charges	Landlord	Charges for period of occupation to facilitate sale of assets	-	8,747.80	8,747.80	4,000.00	4,747.80
		Total case specific expenses	38,384.55	55,450.40	8,747.80	40,057.60	5,392.80

LEONARD CURTIS POLICY REGARDING FEES, EXPENSES AND DISBURSEMENTS

The following Leonard Curtis policy information is considered to be relevant to creditors:

Staff Allocation and Charge Out Rates

We take an objective and practical approach to each assignment which includes active director involvement from the outset. Other members of staff will be assigned on the basis of experience and specific skills to match the needs of the case. Time spent by secretarial and other support staff on specific case related matters, e.g. report despatching, is not charged.

Where it has been agreed by resolution that the office holders' remuneration will be calculated by reference to the time properly given by the office holders and their staff in attending to matters as set out in a fees estimate, then such remuneration will be calculated in units of 6 minutes at the standard hourly rates given below. In cases of exceptional complexity or risk, the insolvency practitioner reserves the right to obtain authority from the appropriate body of creditors that their remuneration on such time shall be charged at the higher complex rate given below.

The following hourly charge out rates apply to all assignments undertaken by Leonard Curtis:

6 Jan 2014 onwards	Standard	Complex	1 Aug 2019 onwards	Standard	Complex
	£	£		£	£
Director	450	562	Director	525	656
Senior Manager	410	512	Senior Manager	445	556
Manager 1	365	456	Manager 1	395	494
Manager 2	320	400	Manager 2	345	431
Administrator 1	260	325	Administrator 1	280	350
Administrator 2	230	287	Administrator 2	250	313
Administrator 3	210	262	Administrator 3	230	288
Administrator 4	150	187	Administrator 4	165	206
Support	0	0	Support	0	0

Office holders' remuneration may include costs incurred by the firm's in-house legal team, who may be used for non-contentious matters pertaining to the insolvency appointment.

Subcontractors

Where we subcontract out work that could otherwise be carried out by the office holder or his/her staff, this will be drawn to the attention of creditors in any report which incorporates a request for approval of the basis upon which remuneration may be charged. An explanation of why the work has been subcontracted out will also be provided.

Professional Advisors

Details of any professional advisor(s) used will be given in reports to creditors. Unless otherwise indicated the fee arrangement for each is based on hourly charge out rates, which are reviewed on a regular basis, together with the recovery of relevant disbursements.

The choice of professional advisors is based around a number of factors including, but not restricted to, their expertise in a particular field, the complexity or otherwise of the assignment and their geographic location.

Expenses

We are required to provide creditors with an estimate of the expenses we expect to be incurred in respect of an assignment and report back to them on actual expenses incurred and paid in our periodic progress reports. There are two broad categories of expenses: standard expenses and case specific expenses. These are explained in more detail below:

- a) Standard Expenses – this category includes expenses which are payable in order to comply with legal or regulatory requirements and therefore will generally be incurred on every case. They will include:

Type	Description	Amount
AML checks	Electronic client verification in compliance with the Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017	£5.00 plus VAT per search

EUROSIGNS (UK) LIMITED – IN ADMINISTRATION

Bond / Bordereau fee	Insurance bond to protect the insolvent entity against and losses suffered as a result of the fraud or dishonesty of the IP	£10.00 to £1,200.00 dependent on value of assets within case																								
Company searches	Extraction of company information from Companies House	£1.00 per document unless document can be accessed via the free service																								
Document hosting	Hosting of documents for creditors/shareholders. Cost per upload, plus VAT.	<table> <tr> <th>Type</th><th>First 100</th><th>Every addtl 10</th></tr> <tr> <td>ADM</td><td>£14.00</td><td>£1.40</td></tr> <tr> <td>CVL</td><td>£7.00</td><td>£0.70</td></tr> <tr> <td>MVL</td><td>£7.00</td><td>£0.70</td></tr> <tr> <td>CPL</td><td>£7.00</td><td>£0.70</td></tr> <tr> <td>CVA</td><td>£10.00</td><td>£1.00</td></tr> <tr> <td>BKY</td><td>£10.00</td><td>£1.00</td></tr> <tr> <td>IVA</td><td colspan="2">£10 p.a. or £25 for life of case</td></tr> </table>	Type	First 100	Every addtl 10	ADM	£14.00	£1.40	CVL	£7.00	£0.70	MVL	£7.00	£0.70	CPL	£7.00	£0.70	CVA	£10.00	£1.00	BKY	£10.00	£1.00	IVA	£10 p.a. or £25 for life of case	
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ADM	£14.00	£1.40																								
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BKY	£10.00	£1.00																								
IVA	£10 p.a. or £25 for life of case																									
Post re-direction	Redirection of post from Company's premises to office-holders' address	0-3 months £204.00 3-6 months £303.00 6-12 months £490.00																								
Software Licence fee	Payable to software provider for use of case management system	£87.00 plus VAT per case																								
Statutory advertising	Advertising of appointment, notice of meetings etc. - London Gazette - Other	£91.80 - £102.00 plus VAT per advert Dependent upon advert and publication																								
Storage costs	Costs of storage of case books and records	£5.07 plus VAT per box per annum plus handling charges																								

- b) Case-specific expenses – this category includes expenses (other than office-holders' fees) which are likely to be payable on every case but which will vary depending upon the nature and complexity of the case and the assets to be realised. They will include:

Type	Description	Amount
Agents' fees	Costs of appointed agents in valuing and realising assets	Time costs plus disbursements plus VAT
Debt Collection fees	Costs of appointed debt collectors in realising debts	Generally agreed as a % of realisations plus disbursements plus VAT
Legal fees	Costs of externally appointed solicitors. Will generally comprise advice on validity of appointment, drafting of sale contracts, advice on retention of title issues and advice on any reviewable transactions.	Time costs plus disbursements plus VAT
Other disbursements	See disbursements section below	See disbursements section below

Disbursements

Included within both of the above categories of expenses are disbursements, being amounts paid firstly by Leonard Curtis on behalf of the insolvent entity and then recovered from the entity at a later stage. These are described as Category 1 and Category 2 disbursements.

- a) Category 1 disbursements: These are costs where there is specific expenditure directly referable both to the appointment in question and a payment to an independent third party. These may include, for example, advertising, room hire, storage, postage, telephone charges, travel expenses (excl. mileage), and equivalent costs reimbursed to the office holder or his or her staff. Category 1 disbursements may be drawn without prior approval.
- b) Category 2 disbursements: These are costs that are directly referable to the appointment in question but not to a payment to an independent third party. They may include shared or allocated costs that can be allocated to the appointment on a proper and reasonable basis, for example, business mileage. In the event of charging for category 2 disbursements the following items of expenditure are recharged on this basis and are believed to be in line with the cost of external provision:

Internal photocopying	10p per copy
General stationery, postage, telephone etc	£100 per 100 creditors/ members or part thereof
Storage of office files (6 years)	£81.25 per box
Business mileage	45p per mile

Category 2 disbursements may be drawn if they have been approved in the same manner as an office holder's remuneration.

ESTIMATED OUTCOME STATEMENT

	Secured £'000s	Preferential £'000s	Unsecured £'000s
Amount estimated available to class of creditor	158	Nil	Nil
Amount due to creditor per Appendix B	(158)	(6)	(1,108)
Estimated dividend rate (as a %)	100%	0%	0%

Note: prior reports have stated that the funds available to secured creditors totalled £244,000 with a potential amount due to the secured creditor of £196,000. These sums have now been revised to reflect the true position to show that the secured creditor has been repaid in full.

Proof of Debt – General Form
Relevant date: 16 November 2018

Please e-mail completed form to:

claims.manchester@leonardcurtis.co.uk quoting ref: E794K/JSM/PROOF

Name of Company in Administration:

Eurosigns (UK) Limited

Company registered number:

02283390

1. Name of creditor (if a company, provide registration number)

2. Correspondence address of creditor (including email address)

3. Total amount of claim (£) at relevant date (include any Value Added Tax)

4. If amount in 3 above includes outstanding uncapitalised interest, state amount (£)

5. Details of how and when the debt was incurred (if you need more space attach a continuation sheet to this form)

6. Details of any security held, the value of the security and the date it was given

EUROSIGNS (UK) LIMITED – IN ADMINISTRATION

7. Details of any reservation of title claimed in respect of goods supplied to which the debt relates

8. Details of any document by reference to which the debt relates

9. Signature of creditor (or person authorised to act on the creditor's behalf)

10. Date of signing:

11. Address of person signing (if different from 2 above)

12. Name in BLOCK LETTERS

13. Position with, or relation to, creditor

Notes:

1. There is no need to attach them now but the office-holder may ask you to produce any document or other evidence which is considered necessary to substantiate the whole or any part of the claim, as may the chairman or convenor of any qualifying decision procedure.
2. This form can be authenticated for submission by email by entering your name in block capitals and sending the form as an attachment from an email address which clearly identifies you or has been previously notified to the office-holder. If completing on behalf of the company, please state your relationship to the company.
3. Please e-mail completed form to:

claims.manchester@leonardcurtis.co.uk quoting ref: E794K/JSM/PROOF

PRIVACY NOTICE

Information we collect and hold about you

By requesting details of your claim in this insolvency, we may collect Personal Data from you, particularly if you are a consumer creditor, a sole trader or are lodging a claim in your personal capacity.

Personal Data is information relating to a living individual. Whenever Personal Data is processed, collected, recorded, stored or disposed of it must be done within the terms of the General Data Protection Regulation ("the GDPR"). Examples of Personal Data include but may not be limited to your name, address, telephone number and email contact details.

If you do not provide us with the information we require, this may adversely affect our ability to deal with your claim, but we would ask you not to submit more Personal Data than we request from you.

Legal justification for processing your Personal Data

The processing of your Personal Data by us is necessary to enable us to comply with legal obligations under the Insolvency Act 1986 and associated legislation which we are subject to as Insolvency Practitioners.

How we use your information

All information you supply to us is required to enable us to comply with our duties under the Insolvency Act 1986 and associated legislation. It will be used to enable us to assess the extent of the insolvent entity's liabilities, to allow you to vote on any decision procedures, to enable us to communicate with you, to process your claim and to pay any dividends which may be due to you from the insolvent estate.

Who we share your information with

We may be required to share some of your Personal Data with other creditors. The data which will be shared with other creditors will be limited to that specifically required to be disclosed under insolvency legislation.

We may share some of your information with our Data Processors. Data Processors include solicitors, accountants and employment law specialists who assist us with our duties where required. We will only share your information with our Data Processors if we require their specialist advice. All of our Data Processors are subject to written contracts with us to ensure that your Personal Data is processed only in accordance with the GDPR.

How long will we hold your Personal Data for?

We will need to hold your Personal Data for a period of time after the insolvency has been concluded. This is to enable us to deal with any queries which might arise. Our Records Management Policy requires us to destroy our physical files 6 years after closure of the case. Electronic data files will be removed from our Case Management System 6 years after conclusion of the case but may be held on our server for a longer period of time but with restricted access.

Your rights in respect of your Personal Data

You have the right to request access to your Personal Data and to require it to be corrected or erased. You also have the right to request a restriction in the way we process your Personal Data or to object to its processing. You should be aware however that we may not be able to comply with your request if this would affect our ability to comply with our legal obligations.

You have the right to Data Portability. This is a right to have the Personal Data we hold about you to be provided to you in a commonly used and machine-readable format so that you can transfer that Data to another organisation in a way that is not too onerous to upload the Data.

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Your right to complain

You have the right to be confident that we are handling your Personal Data responsibly and in line with good practice. If you have a concern about the way we are handling your Personal Data you should contact our Privacy Manager in the first instance.

If you are unable to resolve your concerns with us, you have the right to complain to the Information Commissioners' Office. The Information Commissioner can be contacted at Wycliffe House, Water Lane, Wilmslow, Cheshire SK6 5AF or on 0303 123 1113.

Contacting us

If you have any questions relating to the processing of your Personal Data, please write to our Privacy Manager at Leonard Curtis, 5th Floor, Grove House, 248A Marylebone Road, London NW1 6BB Alternatively our Privacy Manager can be contacted by telephone on 0207 535 7000 or by email: privacy@leonardcurtis.co.uk.

Data Controller: LEONARD CURTIS