

# LIQ03

## Notice of progress report in voluntary winding up



Companies House

THURSDAY



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09/11/2017

#36

COMPANIES HOUSE

### 1 Company details

Company number 0 2 7 1 3 2 4 5

Company name in full Jani-King (GB) Limited

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

### 2 Liquidator's name

Full forename(s) Simon

Surname Thomas

### 3 Liquidator's address

Building name/number 88

Street Wood Street

Post town

County/Region London

Postcode E C 2 V 7 Q F

Country United Kingdom

### 4 Liquidator's name ①

Full forename(s) Nicholas

Surname O'Reilly

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

### 5 Liquidator's address ②

Building name/number 88

Street Wood Street

Post town

County/Region London

Postcode E C 2 V 7 Q F

Country United Kingdom

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

LIQ03

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**6** Period of progress report

From date	d	3	d	0	m	0	m	9	y	2	y	0	y	1	y	6
To date	d	2	d	9	m	0	m	9	y	2	y	0	y	1	y	7

**7** Progress report

☒ The progress report is attached

**8** Sign and date

Liquidator's signature

Signature

X

*Mil*

X

Signature date

d	0	d	6	m	1	m	1	y	2	y	0	y	1	y	7
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**Jani-King (GB) Limited  
(In Creditors' Voluntary Liquidation)**

**Joint Liquidators' Third Progress Report  
in accordance with  
S104A of the Insolvency Act 1986 and  
Rule 18.3 of the Insolvency Rules 2016**

2 November 2017

## Contents

### Section

- 1 Background and Statutory Information
- 2 Progress of the Liquidation
- 3 Distributions to Creditors
- 4 Calculation of Net Property and Prescribed Part
- 5 Joint Liquidators' Remuneration
- 6 Joint Liquidators' Expenses and Disbursements
- 7 Creditors' Rights
- 8 Next Report

### Appendices

- I Statutory Information
- II Joint Liquidators' Receipts and Payments Account
- III Time Analysis for period
- IV Moorfields' Charging and Disbursement Recovery Policy

#### *Disclaimer:*

***This report has been prepared for the sole purpose of updating creditors for information purposes. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by creditors for any purpose other than updating them for information purposes, or by any other person for any purpose whatsoever.***

## **Jani-King (GB) Limited – In Creditors' Voluntary Liquidation ("the Company")**

### **1. Background and Statutory Information**

Further to the appointment of Joint Liquidators of the Company on 30 September 2014 and in accordance with Section 104A of the Insolvency Act 1986 ("the Act"), the Joint Liquidators present their annual report to creditors. This is the Joint Liquidators' third progress report on the conduct of the Liquidation from 30 September 2016 to 29 September 2017 in accordance with the requirements of Rule 18.3 of the Insolvency Rules 2016 ("the Rules").

This report should be read in conjunction with the Liquidators' previous reports dated 30 September 2015 and 14 October 2016.

The Company entered Administration on 12 March 2014 and subsequently entered Liquidation on 30 September 2014. Simon Thomas and Nicholas O'Reilly both licensed Insolvency Practitioners of Moorfields, 88 Wood Street, London EC2V 7QF ("Moorfields"), were appointed Joint Liquidators ("the Liquidators").

No fees have been drawn in respect of the Liquidators' remuneration during the period of this report. Further information regarding fees and disbursements drawn is given in Sections 5 and 6.

Statutory information relating to the Company and the Liquidators' appointment is attached at Appendix I.

### **2. Progress of the Liquidation**

The Liquidators' Receipts and Payments Account for the period from 30 September 2016 to 29 September 2017 together with a comparison to the Directors' Statement of Affairs ("SOA") values is attached at Appendix II. This also incorporates a cumulative account since the date of the Liquidators' appointment.

The Liquidators would comment specifically on the following developments during the period:

#### **2.1 Realisation of Assets**

##### **2.1.1 Retention of Title ("ROT")**

The Liquidators in their previous report outlined an ROT Claim against Travelodge in respect of assets with a book value of £60,000. In this reporting period, the Liquidators agreed a settlement sum of £12,500 with Travelodge which has been received in full. No further realisations will be made in this regard.

## **2.2 Assets Still to be Realised**

### **2.2.1 Claim against Jani-King Franchising Inc ("JKFI")**

The Liquidators have discussed in their previous reports the claim issued by JKFI against the Company in respect of unpaid royalties assigned to a director of the Company on 14 November 2014, in order that he might defend the action and bring a counterclaim against JKFI.

Legal proceedings are still ongoing in the Texas Court, with the Director appealing a decision to strike out the case. In light of this, there have been no further developments on the likelihood of whether there will be any realisations related to this claim.

### **2.2.2 Deferred consideration from sale of business**

The Liquidation of HotelServe Limited ("HotelServe") will shortly be closed with no funds available to any class of creditor. Therefore, the outstanding sum of £75,000 due in respect of deferred consideration will not be paid to the Company.

### **2.2.3 Recoveries in respect of Antecedent Transactions**

As discussed in the Liquidators' previous report, the Liquidators have identified a claim against the Director valued in the sum of £709,708, associated with antecedent transactions.

In this reporting period, the Liquidators obtained ATE insurance and proceeded to issue the claim in February 2017. Directions have been agreed between the two parties with a case management conference scheduled to take place in November 2017.

## **2.3 Cost of Realisations**

The costs of the Liquidation are detailed in the Receipts and Payments Account at Appendix II. Further comment is provided in respect of Professional Advisers' Fees in Section 2.4.

Certain expenses and disbursements incurred and paid directly by the Liquidators are not detailed on the Receipts and Payments Account. Further detail is provided in Section 6.

## **2.4 Joint Liquidators' Expenditure**

Expenses paid by the Liquidator in the period are reflected in the Receipts and Payments Account at Appendix II.

The statement excludes any potential tax liabilities that may be payable as an expense of the Liquidation in due course because amounts due will depend upon the position at the end of the tax accounting period.

## **2.5 Professional Advisers**

No professional adviser expenses have been incurred by the Liquidators during this reporting period. Details of professional advisors utilised during the course of the Liquidation can be found in previous reports.

Harrison Clark Rickerbys remain engaged on a CFA Basis in respect of the claim against the Director.

The Liquidators' choice of professional advisers was based upon their perception of the advisers' experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of the fee arrangement with them. The Liquidators have reviewed the fees charged and are satisfied that they are reasonable in the circumstances of the case.

## **2.6 Investigations**

### **2.6.1 Company Directors Disqualification Act 1986**

In accordance with the Company Directors Disqualification Act 1986 the Liquidators would confirm that they have submitted a report on the conduct of the Directors of the Company to the Department for Business Innovation & Skills. As this is a confidential report the Liquidators are not able to disclose the contents.

To complete this report a review of the Company's financial accounts, bank statements and directors' questionnaires was undertaken regarding the period leading up to the Liquidation to ascertain whether or not there had been any misconduct by the director in the form of any preference payments, transactions at an undervalue or wrongful trading.

If creditors wish to bring any matters they believe to be relevant to the attention of the Liquidators, they are invited to do so in writing to Simon Thomas and Nicholas O'Reilly at Moorfields Advisory Limited, 88 Wood Street, London EC2V 7QF.

### **2.6.2 SIP 2 (E&W) Initial Assessment of Potential Recoveries**

As part of their duties as Liquidators, the Liquidators are obliged to review all information available to them and conduct an initial assessment of whether there are any matters that might lead to a recovery for the benefit of the creditors. This initial assessment included enquiries into any potential claims that may be brought against parties either connected to or who have had past dealings with the Company. Additional information in respect of potential recoveries is provided at Section 2.2.3 above.

## **3. Distributions to Creditors**

### **3.1 Secured Creditors**

Creditors will be aware from previous reports that RBS Invoice Finance ("RBSIF") provided the Company with an invoice finance facility and holds fixed and floating charges over the Company's assets, created on 13 April 2000, as security over the funds advanced.

RBSIF's indebtedness was agreed at £740,400 and a distribution of £705,200 was made under its fixed charge during the Administration. As no further debtor recoveries are anticipated, it is unlikely that there will be any further distributions to RBSIF.

### 3.2 Preferential Creditors

Preferential creditors were estimated at £765,968 in the Directors' SOA prepared for the purposes of the Administration.

Claims for preferential creditors will be adjudicated subject to the outcome of recoveries in the Liquidation as referenced in Section 2.

### 3.3 Unsecured Creditors

The Liquidators have received claims from 14 unsecured creditors totalling £2,267,320. As at the date of this report, 69 claims remain outstanding totalling £419,309 as per the Directors' SOA. No adjudication of claims has been undertaken to date and any distribution is dependent on the outcome of the recoveries in the Liquidation.

## 4. **Calculation of Net Property and Prescribed Part**

4.1 Under the provisions of Section 176A of the Insolvency Act 1986 the Liquidators must state the amount of funds available to unsecured creditors in respect of the Prescribed Part. This provision only applies where the company has granted a floating charge to a creditor after 15 September 2003.

4.2 A floating charge was granted in favour of RBSIF. However, the charge was created prior to 15 September 2003 rendering the Prescribed Part inapplicable in this instance.

## 5. **Joint Liquidators' Remuneration**

The statutory provisions relating to remuneration are set out in Rule 18.16 of the Insolvency Rules 2016. Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice ("SIP") 9, and they can be accessed at [www.insolvency-practitioners.org.uk](http://www.insolvency-practitioners.org.uk). There are different versions of these Guidance Notes, and in this case please refer to the November 2011 version. Please note that the Liquidators have also provided further details in the practice fee recovery sheet.

5.1 Pursuant to Rule 4.127 (5A) of the Rules, the basis of remuneration as fixed in a prior administration is extended to a subsequent liquidation. The approval of remuneration in a time cost basis in the previous administration, as reported above, therefore applies to remuneration drawn in the Liquidation.

5.2 The Liquidators' time costs for the period from 30 September 2016 to 29 September 2017 are £13,851. This represents 47 hours at an average rate of £293 per hour.

5.3 Cumulative time costs incurred in the Liquidation for the period from 30 September 2014 to 29 September 2017 are £135,935. This represents 428 hours at an average



rate of £318 per hour. Attached as Appendix III 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 the Liquidators and their team in managing the Liquidation.

5.4 It is the Liquidators' policy to delegate the routine administration of the Liquidation to less senior staff in order to maximise the cost effectiveness of the work performed. These staff are supervised by senior staff and the Liquidators. Any matter of complexity or significance is dealt with by the senior staff on the team and the Liquidators.

- Administration and case planning;
- Case monitoring;
- Maintenance of records;
- Statutory reporting;
- Investigating antecedent transactions;
- Cashiering;
- Recovery of book debts; and
- Communication with creditors.

5.5 The Liquidators have not drawn any fees in respect of their time costs to date.

5.6 Attached at Appendix IV is a schedule detailing activities undertaken together with supporting information in accordance with SIP 9.

5.7 Additional information relating to Moorfields' policy on staffing, the use of subcontractors, disbursements and details of current charge out rates by staff grade is attached at Appendix IV.

## 6. Joint Liquidators' Expenses and Disbursements

In accordance with SIP 9, where expenses are incurred in respect of the Insolvent estate they will be recharged. Such expenses can be divided into two categories, as detailed in previous progress reports and Appendix IV.

### 6.1 Category 1 Disbursements

The following Category 1 Disbursements have been incurred in the reporting period:

Disbursement	Accrued as at 29 September 2017 (£)
Land Registry	6.00
<b>TOTAL</b>	<b>6.00</b>

No disbursements were drawn in the period.

### 6.2 Category 2 Disbursements

No Category 2 disbursements have been incurred or drawn in this period.

## **7. Creditors' rights**

- 7.1 A secured creditor, or an unsecured creditor (with the concurrence of at least 5% in value of the unsecured creditors) may request in writing within 21 days of the receipt of this report 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 the basis fixed for the Liquidator's remuneration, the remuneration charged or the expenses incurred by the Liquidator as set out in this progress report are excessive.

## **8. Next report**

- 8.1 The Liquidators are required to provide a further report on the progress of the Liquidation within two months of the end of the next anniversary of the Liquidation, unless they have concluded matters prior to this, in which case they will write to all creditors with their final progress report ahead of convening the final meeting of creditors.

Should you have any queries regarding this report please contact Steve Sartin, of this office in the first instance.

Yours faithfully



**S R Thomas**  
**Joint Liquidator**

DDI 0207 186 1155  
Fax 0207 186 1177  
Email [ssartin@moorfieldscr.com](mailto:ssartin@moorfieldscr.com)

**Jani-King (GB) Limited (In Creditors Voluntary Liquidation)  
Statutory Information**

**Company Information**

Company Number: 02713245

Registered Office: c/o Moorfields Advisory Limited, 88 Wood Street, London EC2V 7QF

Trading Address: Kingstons House, 15 Coombe Road, Kingston Upon Thames, Surrey KT2 7AD

Principal Activity: Cleaning Services

**Appointment details**

Joint Liquidators: Simon Thomas (IP Number 8920) and Nicholas O'Reilly (IP Number 8309)

Joint Liquidators' address: Moorfields, 88 Wood Street, London EC2V 7QF

Date of appointment: 30 September 2014

Appointed by: Members and Creditors

Functions: Any act required or authorised under any enactment to be done by a Liquidator may be done by either or both of the Joint Liquidators acting jointly or alone.

EC Regulations: The Company's registered office is from where the Company carries on its business. Therefore in the absence of proof to the contrary, the Company's centre of main interests is in the United Kingdom and as such these proceedings will be the main proceedings as defined in article 3 of the EC regulation.

Appendix II

**Jani-King (GB) Limited - In Liquidation**  
**Receipts and Payments Account**  
**30 September 2016 to 29 September 2017**

	Estimated to Realise per Statement of Affairs	Total for period from 30 September 2016 to 29 September 2017		Total for Liquidation
		Fixed Charge	Floating Charge	
<b>Receipts</b>	£	£	£	£
Bank Interest		4.80	0.54	82.83
Contribution to Costs of Assignment of Claim		-	-	10,000.00
ROT Settlement	6,000.00	-	12,500.00	12,500.00
EFG Premium refund		-	-	564.35
VAT Refunds - Administration		-	-	33,390.55
		<b>4.80</b>	<b>12,500.54</b>	<b>56,537.73</b>
<b>Payments</b>				
Joint Administrators' fees		-	-	14,561.73
Legal fees		-	-	6,765.48
Professional Fees		-	-	3,562.00
Stationery & Postage		-	-	776.36
Insurance of Assets		-	-	106.00
Statutory Advertising		-	-	253.80
Storage Costs		-	592.80	2,164.32
Bank Charges		-	-	0.03
		<b>0.00</b>	<b>592.80</b>	<b>28,189.72</b>
<b>Balance in Hand</b>		<b>4.80</b>	<b>11,907.74</b>	<b>28,348.01</b>
<b>MADE UP AS FOLLOWS</b>				
VAT Receivable				612.11
Bank 1 Current				14,033.94
Bank 2 Current				13,701.96
				<b>28,348.01</b>

Appendix III

## Time Entry - Cumulative Detailed SIP9 Time & Cost Summary

JANI003 - Jani-King (GB) Limited  
From 30 September 2016 to 29 September 2017

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Avg Hourly Rate (£)	Hours Cum (POST Only)	Time Costs Cum (POST Only)
10 Case Planning	0 00	0 50	0 50	0 00	100	352 50	352 50	2 55	718 75
** 12 Appointment Notification	0 00	0 00	0 00	0 00	0 00	0 00	0 00	5 00	1,100 00
** 13 Maintenance of Records	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 90	200 50
14 Statutory Reporting	0 00	0 00	100	5 80	6 80	1,406 00	206 76	16 80	4,009 00
15 Case Monitoring	0 00	0 50	100	0 00	150	500 00	333 33	24 50	9,186 50
17 General Administration	0 00	0 00	0 30	0 00	0 30	76 50	255 00	190	364 50
18 Cashiering	0 10	0 00	0 00	5 60	5 70	998 00	175 09	18 35	3,338 00
19 Partner Review	100	0 00	0 00	0 00	100	530 00	530 00	24 75	12,390 00
70 Post appoint VAT and CT returns	0 00	0 00	0 00	0 40	0 40	78 00	195 00	5 80	1,569 50
<b>Admin &amp; Planning</b>	<b>1.10</b>	<b>1 00</b>	<b>2 80</b>	<b>11 80</b>	<b>16.70</b>	<b>3,941.00</b>	<b>235.99</b>	<b>100.55</b>	<b>32,876.75</b>
** 30 Freehold / Leasehold Property	0 00	0 00	0 00	0 00	0 00	0 00	0 00	2 70	1,212 50
** 34 Debtors	0 00	0 00	0 00	0 00	0 00	0 00	0 00	23 60	7,581 50
37 Retention of Title	0 00	0 00	0 30	0 00	0 30	82 50	275 00	150	358 50
38 Asset related legal Matters	0 00	0 00	2 20	0 00	2 20	605 00	275 00	60 20	15,262 00
** 71 Other Assets	0 00	0 00	0 00	0 00	0 00	0 00	0 00	46 90	10,528 00
<b>Asset Realisation</b>	<b>0 00</b>	<b>0 00</b>	<b>2.50</b>	<b>0 00</b>	<b>2.50</b>	<b>687.50</b>	<b>275.00</b>	<b>134.90</b>	<b>34,942.50</b>
60 Case Specific	0 00	0 00	0 90	0 00	0 90	247 50	275 00	6 80	2,186 00
** 72 Legal Matters	0 00	0 00	0 00	0 00	0 00	0 00	0 00	7 60	3,711 50
<b>Case Specific Matters</b>	<b>0 00</b>	<b>0 00</b>	<b>0.90</b>	<b>0 00</b>	<b>0.90</b>	<b>247.50</b>	<b>275.00</b>	<b>14.40</b>	<b>5,897.50</b>
50 Creditor Correspondence	0 00	0 00	120	0 00	120	330 00	275 00	7 20	2,231 00
** 57 Employee creditor claims	0 00	0 00	0 00	0 00	0 00	0 00	0 00	4 50	954 00
** 63 Secured creditor reports	0 00	0 00	0 00	0 00	0 00	0 00	0 00	12 60	2,826 00
<b>Creditors</b>	<b>0 00</b>	<b>0 00</b>	<b>1.20</b>	<b>0 00</b>	<b>1.20</b>	<b>330.00</b>	<b>275.00</b>	<b>24.30</b>	<b>6,011.00</b>
** 20 SIP2 Review	0 00	0 00	0 00	0 00	0 00	0 00	0 00	15 80	3,865 50
** 21 CDDA Reports	0 00	0 00	0 00	0 00	0 00	0 00	0 00	190	427 50
22 Antecedent Transactions	7 00	0 25	13 20	0 00	20 45	7,452 50	364 43	128 65	50,274 00
65 Director's Correspondence	0 00	0 00	150	4 00	5 50	1,192 50	216 82	7 40	1,640 00
<b>Investigations</b>	<b>7.00</b>	<b>0.25</b>	<b>14.70</b>	<b>4 00</b>	<b>25 95</b>	<b>8,645.00</b>	<b>333.14</b>	<b>153.75</b>	<b>56,207.00</b>
<b>Total Hours</b>	<b>8.10</b>	<b>1.25</b>	<b>22.10</b>	<b>15.80</b>	<b>47.25</b>	<b>13,851.00</b>	<b>293.14</b>	<b>427.90</b>	<b>135,934.75</b>

## **Moorfields Charging and Disbursement Recovery Policy**

### **1. Explanation of Time Analysis Headings**

Appendix III of this report outlines the time costs to date in relation to activities undertaken during this matter. Set out below is a more detailed explanation of those activities included in the headings provided:

#### **1.1. Administration and Planning**

The following activities have been undertaken:

- Statutory duties associated with the appointment including the filing of relevant notices and Statement of Affairs;
- Notification of the appointment to members and creditors, employees and other interested parties;
- Setting up case files;
- Reviewing available information to determine Liquidation strategy;
- Setting up and maintaining ISA bank accounts;
- Implementing strategy for Liquidation; and
- Post appointment VAT and CT Returns

Staff at different levels were involved in the above activities, depending upon the experience required.

#### **1.2. Realisation of assets**

Appendix II shows the realisations made during the period of the Liquidation. In this case the assets belonging to the Company were as follows:

- Claim against Director,
- Retention of Title Claim;
- EFG Refund, and
- Book Debts

#### **1.3. Creditors**

The time spent includes the following matters:

- Recording and maintaining the list of creditors; and
- Dealing with employee related matters.

#### **1.4. Investigations**

The time spent includes the following matters:

- Investigation into Company's affairs, prior to commencement of Liquidation;
- Reviewing Company books and records, including accounts and bank statements;
- Corresponding with directors, issuing and reviewing directors' questionnaires, and,
- Pursuing claim against director.

### **2. Statement of Policy on Charging Remuneration and Disbursements January 2016**

In accordance with best practice we provide below details of policies of Moorfields, in respect of fees and disbursements for work in relation to insolvency estates.

The Partners will engage managers and other staff to work on the insolvent estate and statutory compliance diaries. The work required is delegated to the most appropriate level of staff taking account of the nature of the work and the individual's experience. Additional assistance is provided

by accounting and treasury executives dealing with the estate's bank accounts. Work carried out by all staff is subject to the overall supervision of the Partners.

All time spent by staff working directly on case related matters is charged to a time code established for the case. Each member of staff has a specific hourly rate, which is subject to change over time.

The current charge out rates per hour of staff within the firm who may be involved in working on the insolvency follows: this in no way implies that staff at all such grades will work on the case.

<b>GRADE</b>	<b>£</b>
Partner	530
Director/ Senior Manager	450
Manager	355
Assistant Manager	300
Senior Administrator	255
Administrator	225
Cashier/ Support	195

The rates charged by Moorfields are reviewed periodically in January & July each year and are adjusted to take account of inflation and the firm's overheads.

Our rates increased on 1 January 2016. The charge out rates per hour for the period from 1 January 2015 to 31 December 2015 were:

<b>GRADE</b>	<b>£</b>
Partner	515
Director/ Senior Manager	425
Manager	355
Assistant Manager	280
Senior Administrator	245
Administrator	195-225
Cashier/ Support	195

The rates charged by Moorfields are reviewed periodically in January & July each year and are adjusted to take account of inflation and the firm's overheads.

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time in units of 6 minutes

Where an officeholder's remuneration is approved on a time cost basis the time invoiced to the case will be subject to VAT at the prevailing rate.

Where remuneration has been approved on a time cost basis the time invoiced will be provided to any committee appointed by the creditors or in the absence of a committee to the creditors, the report will provide a breakdown of the remuneration drawn and will enable the recipients to see the average rates of such costs. The current hourly rates may be higher than the average rates, if hourly rates have increased over the period covered by the fee request.

Approved remuneration will be drawn at such times that sufficient funds are available.

## **OTHER COSTS**

In accordance with Statement of Insolvency Practice No. 9, where expenses are incurred in respect of the insolvent estate they will be recharged. Such expenses can be divided into two categories.

### **Category 1 Disbursements**

Separate charges are made in respect of directly attributable expenses (Category 1 disbursements) such as travelling, postage, photocopying (if external provider), statutory advertising and other expenses made on behalf of the assignment.

Such disbursements can be paid from the insolvent's assets without approval from the Creditors' Committee or the general body of creditors. In line with Statement of Insolvency Practice No. 9, it is our policy to disclose Category 1 disbursements drawn but not to seek approval for their payment. We are prepared to provide such additional information as may reasonably be required to support the disbursements drawn.

### **Category 2 Disbursements**

Category 2 disbursements do require approval from creditors. These disbursements can include costs incurred by Moorfields for the provision of services which include an element of recharged overhead, for example, room hire or document storage. Statement of Insolvency Practice No. 9 provides that such disbursements are subject to approval as if they were remuneration. It is our policy, in line with the Statement, to seek approval for Category 2 disbursements before they are drawn.

The following Category 2 disbursements are currently charged by this firm

- Stationery and postage charge for sending out circulars – 5 pence per sheet plus postage at cost.
- A set-up charge of £50 per case for online creditor reporting where applicable
- Mileage allowances are paid at HM Revenue & Customs approved rates. For personnel using their own vehicles, these are currently 45 pence per mile for the first 10,000 miles and 25 pence per mile thereafter.
- A charge of £10 for identification searches per director to comply with Money Laundering Regulations.
- A charge of £100 for FAME investigation searches

It should be noted that disbursements costs might increase from time to time, however, increases would only be in line with inflation or increases from our supplier.