

**Return of Final Meeting in a  
Creditors' Voluntary Winding Up****Pursuant to Section 106 of the  
Insolvency Act 1986**

To the Registrar of Companies

**S.106**

Company Number

03393219

Name of Company

Convergence Marketing Limited

**/ We**

Freddy Khalastchi FCA FABRP, 2 Mountview Court, 310 Friern Barnet Lane, Whetstone, London, N20 0YZ

Jonathan David Bass FCCA FABRP, 2 Mountview Court, 310 Friern Barnet Lane, Whetstone, London, N20 0YZ

Note The copy account must be  
authenticated by the written  
signature(s) of the Liquidator(s)

1 give notice that a general meeting of the company was duly ~~held on~~/summoned for 10 August 2015 pursuant to section 106 of the Insolvency Act 1986, for the purpose of having an account (of which a copy is attached) laid before it showing how the winding up of the company has been conducted, and the property of the company has been disposed of, and that ~~the same was done accordingly~~ / no quorum was present at the meeting,

2 give notice that a meeting of the creditors of the company was duly ~~held on~~/summoned for 10 August 2015 pursuant to Section 106 of the Insolvency Act 1986, for the purpose of having the said account laid before it showing how the winding up the company has been conducted and the property of the company has been disposed of and that ~~the same was done accordingly~~/no quorum was present at the meeting

The meeting was held at 2 Mountview Court 310 Friern Barnet Lane, Whetstone London N20 0YZ

The winding up covers the period from 5 March 2013 (opening of winding up) to the final meeting (close of winding up)

The outcome of any meeting (including any resolutions passed) was as follows

There were no shareholders or creditors present either in person or by proxy The meetings of members and creditors were therefore inquorate The Liquidator was released under the provisions of Rule 4.122-CVL of the Insolvency Rules 1986, as amended

Signed 

Date 10 August 2015

Menzies Business Recovery  
2 Mountview Court  
310 Friern Barnet Lane  
Whetstone  
London  
N20 0YZ

Ref C3395/FXK/JDB/COP

THURSDAY



A08

\*A4DQ3XBW\*

13/08/2015

#360

COMPANIES HOUSE

**Convergence Marketing Limited**  
**(In Liquidation)**  
**Joint Liquidators' Abstract of Receipts & Payments**  
**From 5 March 2013 To 10 August 2015**

<b>S of A £</b>		<b>£</b>	<b>£</b>
	<b>ASSET REALISATIONS</b>		
700 00	Office Furniture & Equipment	NIL	
10,443 10	Book Debts	4,302 00	
11,673 18	Cash at Bank	18,030 96	
Uncertain	Prepayments	416 10	
584 76	Petty Cash	584 76	
			23,333 82
	<b>COST OF REALISATIONS</b>		
	Specific Bond	50 00	
	Preparation of S of A	5,000 00	
	Liquidators Fees	17,250 00	
	Agents/Valuers Fees	500 00	
	Accountancy Fees	250 00	
	Irrecoverable VAT	25 60	
	Statutory Advertising	258 22	
			(23,333 82)
	<b>PREFERENTIAL CREDITORS</b>		
(4,223 88)	Employees	NIL	
			NIL
	<b>UNSECURED CREDITORS</b>		
(3,334 77)	Trade & Expense Creditors	NIL	
(31,966 00)	Employees	NIL	
(29,388 04)	HM Revenue and Customs - CT	NIL	
(16,625 18)	HM Revenue and Customs - PAYE &	NIL	
(9,738 14)	HM Revenue and Customs - VAT	NIL	
(5,000 00)	Landlord	NIL	
			NIL
	<b>DISTRIBUTIONS</b>		
(100 00)	Ordinary Shareholders	NIL	
			NIL
<b>(76,974 97)</b>			<b>(0.00)</b>
	<b>REPRESENTED BY</b>		
			<b>NIL</b>

**CONVERGENCE MARKETING LIMITED - IN LIQUIDATION**

**AND**

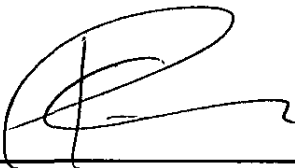
**IN THE MATTER OF THE INSOLVENCY ACT 1986**

**STATEMENT IN RESPECT OF THE FINAL REPORT TO CREDITORS  
DATED 3 JUNE 2015**

This signed statement confirms that there was no variance, modification or any additional statements added to the final draft report dated 3 June 2015. No queries were raised by any of the creditors in this matter following the issuing of the draft final report and therefore the content contained in this report constitutes what was put to the final meeting of creditors.

Dated . 10 August 2015

**Signed:**

  
\_\_\_\_\_

**Freddy Khalastchi FCA FABRP**

Licensed as an Insolvency Practitioner in the UK by the Institute of Chartered Accountants in England and Wales

**Joint Liquidator**

3 June 2015  
Christine Page

2 Sovereign Quay  
Havannah Street  
Cardiff  
CF10 5SF  
UNITED KINGDOM

T +44 (0)29 2049 5444  
www.menzies.co.uk

**TO ALL MEMBERS AND CREDITORS**

Dear Sirs

**CONVERGENCE MARKETING LIMITED - IN LIQUIDATION**

**DATE OF WINDING UP : 5 MARCH 2013**

**6 ALEXANDRA TERRACE, ALEXANDRA ROAD, ALDERSHOT**

I refer to our appointment as Joint Liquidators' of the above-named company

The administration of the above is now complete and it is now appropriate that we convene the final meetings of members and creditors. This is a draft of the final report ("the report") in this matter for the period to 3 June 2015

This report should be read in conjunction with our previous reports

**1. Statutory Information**

The company's registered name is Convergence Marketing Limited and it traded as Outbound Business To Business Telemarketing

The company was incorporated on 26 June 1997 under company number 03393219

The registered office of the company was formerly 6 Alexandra Terrace, Alexandra Road, Aldershot, Hampshire, GU11 3HU and was changed on 14 March 2013 to 2 Mountview Court, 310 Friern Barnet Lane, Whetstone, London, N20 0YZ for the purposes of the Liquidation

Jonathan David Bass FCCA MABRP and myself, of Harris Lipman LLP, 2 Mountview Court, 310 Friern Barnet Lane, Whetstone, London, N20 0YZ were appointed Joint Liquidators of the above-named company by Members and Creditors on 5 March 2013

There have been no changes of Liquidator in the period to which this report relates

Menzies LLP is a limited liability partnership registered in England and Wales with registered number OC336077

A list of the members of Menzies LLP is open to inspection at its registered office, 1st Floor Midas House, 62 Goldsworth Road, Woking, Surrey GU21 6LQ. Any reference to a partner in relation to Menzies LLP means a member of Menzies LLP.

Simon Underwood, Laurence Pagden, Mark Newton, Robert Pick and David Thurgood are licensed in the UK by the Insolvency Practitioners Association. John Cullen, Bethan Evans and Jonathan Bass are licensed in the UK by the Association of Chartered Certified Accountants. Freddy Khalastchi, Martin Atkins and Barry Lewis are licensed in the UK by the Institute of Chartered Accountants in England and Wales. When acting as officeholders they do so without personal liability.

Menzies is a member of  International. A world-wide network of independent accounting firms and business advisers.



## **2. Liquidator's account of the winding up**

The Statement of Affairs provided by the director detailed company assets of Office Furniture & Equipment £700, Book debts £10,443 10, Cash at Bank £11,673 18, Prepayments value uncertain and Petty Cash £584 76

### **Office Furniture & Equipment**

Due to the nature and condition of these assets, it was not cost effective to realise these assets

### **Book Debts**

The book debts were shown on the statement of affairs as having a book value of £10,443 10, a total of £4,302 00 has been realised, however some of the payments were paid directly into the company's bank account details of which are shown below

### **Cash at Bank**

A sum of cash at bank was also shown on the statement of affairs as having a book value of £11,673 18 however a total of £18,030 96 has been realised in this respect This increase in the expected to realise value is as a result of some of the debtors being paid directly to the company's old bank account

### **Prepayments**

A total of £416 10 has been realised in this respect and it represents rent and rates paid in advance by the company which have been reimbursed by Rushmoor Borough Council

### **Petty Cash**

A sum of petty cash was also shown on the statement of affairs as having a book value of £584 76, this was held in the company's premises This amount has been realised in full

In addition to the work undertaken to result in the asset realisations referred to above, throughout the period of our administration we have responded to the queries of creditors and noted creditor claims

As appropriate, we have liaised with the employees, the Redundancy Payments office and Employment Tribunals with regard to employee matters

Specific tasks such as the agreement of creditor claims, VAT and tax issues, cashing, statutory returns and insurance, have been allocated to team members who have specialist knowledge in the relevant areas

Additionally, we have complied with obligations imposed by statute and our regulatory body which include, but are not limited to, the submission of returns to Companies House, HM Revenue and Customs and specific penalty bonding

### **Investigative matters**

We undertook an initial investigation into the company's affairs to establish whether there were any potential asset recoveries or conduct matters that justified further investigation

The company's books and records have been recovered, listed and analysed, but no assets other than those listed above have been identified

In accordance with our statutory duties, a conduct report on the director has been submitted to the Insolvency Service pursuant to the Company Directors Disqualification Act 1986

### **3. Unrealisable Assets**

There are no assets remaining to be realised

### **4. Abstract of the Liquidator's receipts and payments**

We attach at Appendix 3 an abstract of our receipts and payments for the period of this report

Please note that all items detailed on the receipts and payments account are shown net of VAT as the company was registered for VAT and the VAT has therefore been recovered for the benefit of the insolvent estate

Estate funds were banked in a designated clients' account at a UK bank and accordingly there is no account held by the Secretary of State to reconcile the attached receipts and payments account to

### **5. Liquidator's remuneration**

At the first meeting of creditors held on 5 March 2013, the creditors authorised the payment of a fee of £5,000 plus VAT and disbursements for assistance with the statement of affairs and producing and circulating the notices for meetings of members and creditors prior to our appointment. This fee was paid and is shown in the enclosed receipts and payments account

Our remuneration was fixed by reference to the time properly spent by ourselves and our staff in attending to matters arising in the Liquidation at a meeting of creditors on 5 March 2013

For creditor's information, the total charge out value of time costs in attending to matters arising in the Liquidation amounts to £21,448.91 made up of 108.82 hours at an average charge out rate of £197.10 per hour

A breakdown of the time costs for these between the grades of staff allocated to the case, which includes details of the current charge out rates of ourselves and our team who have been dealing with the Liquidation is attached at Appendix 1

For the period since our last progress report, being 5 March 2015 to date, the charge out value of our time costs in attending to matters arising in the Liquidation amounts to £1,585 00 made up of 7 40 hours at an average charge out rate of £214 19 per hour. Attached at Appendix 2 is a breakdown of the time costs for these between the grades of staff allocated to the case, which includes details of the current charge out rates of ourselves and our team who have been dealing with the Liquidation during the period.

You will note from the attached receipts and payments account that we have recovered £17,50 00 in respect of our time costs during the course of the liquidation no fees have been drawn during the current period. The balance of our time costs will be borne by our firm.

A description of the routine work undertaken in the liquidation to date is as follows:

#### Administration and Planning

The majority of time spent in administration and planning has been at semi-senior level and includes the preparation of post appointment reports and the formalities of the appointment. It also includes statutory notifications, advertising, maintenance of physical case files, electronic case management information, the review of files, specific penalty bonding, case planning and routine administration of the case. This includes preparation of documentation and reports and dealing with correspondence.

#### Cashiering

Time attributed to cashiering has been spent at semi-senior level and refers to the maintaining and managing of the liquidator's cashbook and bank account, together with ensuring that statutory lodgements and tax lodgement obligations are met.

#### Creditors

The time attributed to creditors is the time spent by ourselves and our staff in dealing with creditor correspondence and taking telephone calls from creditors. It also includes the time spent in the preparation of reports to creditors and maintaining creditor information of the electronic case management files as well as the physical case files. In this particular case, there were also employee creditors in respect of their statutory entitlements and a large amount of time is attributed to liaising with the employees and the Redundancy Payments Services.

#### Investigations

One of the duties of the Joint Liquidators' is to prepare a return pursuant to the Company Directors Disqualification Act. The time attributed to investigation work includes the time spent in reviewing the company records for both submitting this return and identifying any additional assets or transactions which may warrant further investigation to potentially recover further funds for the benefit of creditors.

### Assets

The majority of time spent in realising assets has been dealing with the book debts

You will note that the majority of work done has been at semi-senior level with a small element at manager level and partner level to oversee the running of the case

A copy of "A Creditors' Guide to Liquidator's Fees", issued by the Association of Business Recovery Professionals, which sets out the basis of fixing the Liquidator's Remuneration, is available on our website at

<http://www.harris-lipman.co.uk/resources/r3-insolvency-guides/>

You should then choose the appropriate creditor guide for the type of appointment after 6 April 2010

Please let us know if you do not have access to the internet and would prefer a hard-copy of this guide

### **6. Liquidator's expenses**

The payments made from the estate during the period of this progress report are largely self-explanatory

The following agents or professional advisors have been utilised in this matter

<b>Professional Advisor</b>	<b>Nature of Work</b>	<b>Fee Arrangement</b>
Williams & Partners	Valuer	Fixed Fee
Frisby Wishart	Payroll Services	Fixed Fee
Courts Advertising	Advertising	Fixed Fee
AUA Insolvency Risk	Insurance	Fixed Fee

The choice of professionals 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. The fees charged have been reviewed and we are satisfied that they are reasonable in the circumstances of this case.

Below is a table which details what disbursements have been incurred, paid and which remain outstanding in the Liquidation

<b>Nature of Expense</b>	<b>Incurred (£)</b>	<b>Remains Outstanding (£)</b>	<b>Total Paid by the Liquidation (£)</b>
Agents/Valuers Fees	500 00	Nil	500 00
Accountancy Fees	250 00	Nil	250 00
Searches	8 00	8 00	Nil
Statutory Advertising	297 00	38 78	258 22
Specific Penalty Bond	50 00	Nil	50 00



A statement with regard to our disbursements recovery policy is attached at Appendix 2

**7. Return to creditors pursuant to Section 176A**

The provisions of Section 176A of the Act require a calculation to be made of the prescribed part of the company's net property for distribution to unsecured creditors

The prescribed part must be calculated and provided for where debentures of the company have been created after 15<sup>th</sup> September 2003

In dealing with realisations under the prescribed part, we are entitled to take into account the claims of the preferential creditors and the costs and expenses associated in dealing with the prescribed part

The company's net property comprises floating charge realisations less preferential claims and the costs of dealing with the prescribed part

As there are no qualifying floating charges, the provisions of Section 176A do not apply in this matter

**8. Outcome for Creditors**

We have received a claim from the Redundancy Payments Service in respect of payments made to former employees of the company, in the sum of £4,043.99 preferential and £27,536 25 non-preferential.

There are additional claims of £116 43 preferential and £15 82 non-preferential in relation to claims of former members of staff which have been calculated to rank for dividend, these being over and above the statutory maximum limited paid by the Redundancy Payments Office under current legislation

We have also received claims in respect of PAYE, NI, and VAT totalling £45,680 38 to rank for dividend Trade and Expense creditor claims received total £8,568 40

Unfortunately, there are insufficient funds to enable a dividend to be paid to any class of creditor

A notice of no further dividend is enclosed

**9. Creditors' right to information**

You are reminded that, under Rule 4 49E of the Rules, you may make a request for further information regarding our remuneration and expenses Any such request must be in writing and should be made within 21 days of receipt of this report Where the request is made by an unsecured creditor, it must be supported by at least 5% in value of the unsecured creditors

If the information requested is either prejudicial to our conduct of this case, might lead to violence against any person, may be confidential or the costs of preparing the requested information would be excessive, I may not be obliged to provide it

We would also remind you that you may make an application to the Court under Rule 4.131 of the Rules in respect of any information provided following such a request, or our failure to provide same, after 14 days of our receipt of that request

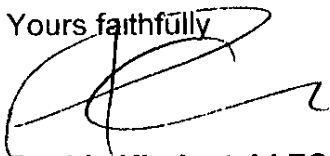
The application to Court must be supported by at least 10% in value of the creditors, including the applicants claim, and notice of the hearing must be given to me 14 days before the hearing. The costs of the application must also be paid the creditors making the application

**10. Final meetings**

Formal notices of the final meetings will be circulated in accordance with the Insolvency Act 1986 shortly, for the purpose of considering this draft report, questioning us with regard to our conduct of this matter and for us to obtain our release

Should you have any further queries in relation to the contents of this report, or with regard to other matters arising, please do not hesitate to contact us

Yours faithfully



**Freddy Khalastchi FCA FABRP**

Licensed as an Insolvency Practitioner in the UK by the Institute of Chartered Accountants in England and Wales

**Joint Liquidator**

# CONVERGENCE MARKETING LIMITED

## APPENDIX I

### TIME CHARGE OUT SUMMARY FOR THE PERIOD ENDED 3 JUNE 2015

Classification of work function	HOURS						Total Hours	Time Costs £	Average Hourly Rate £
	Partner	Senior Manager	Manager	Senior	Semi-Senior	Junior			
Admin and Planning	2 30	13 00	0 20	8 90	18 20	20 62	63 22	12,384 91	195 90
Investigations	0 10	3 50	0 50	0 00	0 00	1 50	5 60	1,422 50	254 02
Realisation of Assets	1 60	8 40	0 00	0 00	0 00	10 60	20 60	4,479 00	217 43
Creditors	1 20	0 30	0 00	3 20	5 60	6 60	16 90	3,037 00	179 70
Support	0 00	0 00	0 00	0 00	0 00	0 00	2 50	125 50	50 20
Total Hours	5 20	25 20	0 70	12 10	23 80	39 32	108 82		
Total Costs	2,490 00	7,859 00	186 50	2,767 00	3,867 00	4,153 91		21,448 91	
Total Fees claimed (£)	2,002 55	6,320 50	149 99	2,225 32	3,109 98	3,340 73		17,250 00	

## CHARGE OUT RATE OF INSOLVENCY TEAM MEMBERS 2014

	£ per hour		£ per hour
Partner	380-545	Partner	395-560
Senior Manager	320-385	Senior Manager	330-400
Manager	275	Manager	285
Senior	220	Senior	230
Semi-Senior	165	Semi-Senior	170
Junior	110	Junior	115
Support Staff	52	Support Staff	54

## Note 1

There may have been a number of promotions through the various grades during the period of the administration

## Note 2

It is the policy of this firm to account for secretarial staff as an overhead cost Overhead costs are reflected in the charge out rates detailed

## Note 3

The charge-out rate of the Insolvency Practitioner for this assignment is currently £505 per hour, and the administrator is £230 00 per hour

## Note 4

Time is recorded in minimum units of 6 minutes

## APPENDIX I

## HOURS

## CHARGE OUT RATE OF INSOLVENCY TEAM MEMBERS 2014

**Note 1** There may have been a number of promotions through the various grades during the period of the administration

**Note 2** It is the policy of this firm to account for secretarial staff as an overhead cost Overhead costs are reflected in the charge out rates detailed

**Note 3** The charge-out rate of the Insolvency Practitioner for this assignment is currently £505 per hour, and the administrator is £230 per hour

**Note 4** Time is recorded in minimum units of 6 minutes

## **APPENDIX 2**

### **DISBURSEMENTS RECOVERY POLICY**

#### **Category 1 Disbursements**

Specific expenditure relating to the administration of the insolvent estate and payable to an independent third party are recoverable without creditor approval. Such expenditure is made if funds are available from the insolvent estate. If funds are not available then payment is made from this firm's office account and reimbursed from the estate should funds become available.

Category 1 disbursements will generally comprise external supplies of incidental services specifically identifiable to the case. Typical items include statutory advertising, insurance of assets, search fees, specific penalty bonding, telephone calls, postage, invoiced travel and properly reimbursed expenses incurred by personnel in connection with the case.

All such disbursements such as, insurance of assets, search fees and specific penalty bonding will be paid initially by Harris Lipman LLP and will be recharged through the estate as and when funds are available.

As there have been no realisations in this matter to date, all such disbursements such as statutory advertising, insurance of assets, search fees and specific penalty bonding have been paid by Harris Lipman LLP and will be recharged through the estate as and when funds are available.

#### **Category 2 Disbursements**

Expenditure incidental to the administration of the insolvent estate, which by its nature includes an element of shared or allocated cost is recoverable with creditor approval.

Payments in respect of the above are defined as 'Category 2 Disbursements'. These charges are generally in respect of storage at £40 per box per annum or part thereof and destruction at £3.50 per box, plus VAT, in respect of company records stored.

These records are usually returned to the debtor after completion of the administration of the estate or, if they are no longer required, they will be destroyed one year after completion of the administration and the creditors will be asked to approve resolutions for both category 2 disbursements and the destruction of the books and records at the appropriate time.

There have been no 'Category 2 Disbursements' made from the insolvent estate.

Professional advisors have been selected on the basis that they have the appropriate experience and qualifications to effectively deal with the issues arising in a case of this nature. Solicitors have been instructed on a time costs basis, and the agents have been instructed on the basis that they receive a percentage of realisations plus disbursements.

**Appendix 3**  
**Convergence Marketing Limited**  
**(In Liquidation)**  
**Joint Liquidators' Abstract of Receipts & Payments**

Statement of Affairs		From 05/03/2015 To 03/06/2015	From 05/03/2013 To 03/06/2015
	<b>ASSET REALISATIONS</b>		
700 00	Office Furniture & Equipment	NIL	NIL
10,443 10	Book Debts	NIL	4,302 00
11,673 18	Cash at Bank	NIL	18,030 96
Uncertain	Prepayments	NIL	416 10
584 76	Petty Cash	NIL	584 76
		NIL	23,333 82
	<b>COST OF REALISATIONS</b>		
	Specific Bond	50 00	50 00
	Preparation of S of A	NIL	5,000 00
	Liquidators Fees	NIL	17,250 00
	Agents/Valuers Fees	NIL	500 00
	Accountancy Fees	NIL	250 00
	Irrecoverable VAT	25 60	25 60
	Statutory Advertising	35 47	258 22
		(111 07)	(23,333 82)
	<b>PREFERENTIAL CREDITORS</b>		
(4,223 88)	Employees	NIL	NIL
		NIL	NIL
	<b>UNSECURED CREDITORS</b>		
(3,334 77)	Trade & Expense Creditors	NIL	NIL
(31,966 00)	Employees	NIL	NIL
(29,388 04)	HM Revenue and Customs - CT	NIL	NIL
(16,625 18)	HM Revenue and Customs - PAYE &	NIL	NIL
(9,738 14)	HM Revenue and Customs - VAT	NIL	NIL
(5,000 00)	Landlord	NIL	NIL
		NIL	NIL
	<b>DISTRIBUTIONS</b>		
(100 00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
<b>(76,974.97)</b>		<b>(111.07)</b>	<b>(0.00)</b>
	<b>REPRESENTED BY</b>		
			NIL

**NOTICE OF NO DIVIDEND**

**CONVERGENCE MARKETING LIMITED - IN LIQUIDATION**

Notice is hereby given of no dividend to any class of creditor in this matter

**Freddy Khalastchi FCA FABRP**  
**Harris Lipman LLP**  
**2 Mountview Court**  
**310 Friern Barnet Lane**  
**Whetstone**  
**London**

03 June 2015

Signed



**Freddy Khalastchi FCA FABRP**

Licensed as an Insolvency Practitioner in the UK by the Institute of Chartered Accountants in  
England and Wales

**Joint Liquidator**

**IN THE MATTER OF THE INSOLVENCY ACT 1986**

**CONVERGENCE MARKETING LIMITED - (IN LIQUIDATION)**

**NOTICE IS HEREBY GIVEN** pursuant to Section 106 Insolvency Act 1986, that Final Meetings of Members and Creditors of the above-named company will be held at 2 Mountview Court 310 Friern Barnet Lane, Whetstone London N20 0YZ on 10/08/2015 at 11 00 a m and 11 15 a m respectively for the purposes of

- 1 Receiving an account of the conduct of the winding-up pursuant to Section 106 Insolvency Act 1986
- 1 Determining whether the liquidator should have his release pursuant to Section 173 Insolvency Act 1986

A member or creditor entitled to attend and vote at the above meeting may appoint a proxy to attend and vote instead of him or her Proxies for use at the meeting must be lodged at the above address by no later than twelve noon on the business day preceding the meeting date together with a proof of debt, should you not have already lodged one

DATED 25 June 2015

**Freddy Khalastchi FCA FABRP - Joint Liquidator**  
**2 Mountview Court**  
**310 Friern Barnet Lane**  
**Whetstone**  
**London**

**REF: FXK/JDB/COP/C3395**



## CONVERGENCE MARKETING LIMITED - IN LIQUIDATION

### PROXY LIQUIDATION

#### MEMBER'S/CREDITOR'S PROXY

##### Guidance Notes

Please give full name and address for communication

#### MEETING OF MEMBERS/CREDITORS

Name of Member/Creditor

Address of Member/Creditor

Please insert name of person (who) must be 18 or over) or the "Chairman of the Meeting" (see note below) If you wish to provide for alternative proxy holders in the circumstances that your first choice is unable to attend, please state the name(s) of the alternative(s)

#### **NAME OF PROXY FOR MEMBER/CREDITOR**

1

2

3

Please delete words in brackets if the proxy-holder only to vote as directed i.e. he/she has no discretion

I appoint the above person to be my/the (\*) member's/creditor's proxy holder at the meeting to be held on 10 August 2015 or at any adjournment of that meeting. The proxy-holder is to propose or vote as below (and in respect of any resolution for which no specific instruction is given, vote or abstain at his/her discretion)

### VOTING INSTRUCTIONS FOR RESOLUTIONS

- a) That the Joint Liquidators report and account are approved FOR / AGAINST
- b) That the Joint Liquidators should have their release pursuant to Section 173 of the Insolvency Act 1986 FOR / AGAINST

Any resolution which the proxy-holder is to propose or vote in favour of or against should be set out in numbered paragraphs in the space provided, or on the reverse side of this form

**This form must be signed**

**SIGNATURE:**

NAME (In Block Letters)

DATE

Position or relation to member/creditor\* or authority for signature

(\* - Delete as applicable)