

## Section 106

**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

05310692

Name of Company

Admorspace Limited

I/We William Duncan  
Two Humber Quays  
Wellington Street West  
Hull  
HU1 2BN

Alec David Pillmoor  
Two Humber Quays  
Wellington Street West  
Hull  
HU1 2BN

**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 22 July 2014 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 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 22 July 2014 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 Two Humber Quays, Wellington Street West, Hull, HU1 2BN

The winding up covers the period from 21 May 2012 (opening of winding up) to the final meeting (close of winding up)

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

Signed



Date 22 July 2014

Baker Tilly Business Services Limited  
Two Humber Quays  
Wellington Street West  
Hull  
HU1 2BN

Ref 1040243/WD/ADP/SSU/JP/CHH

TUESDAY



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A09

05/08/2014

#212

COMPANIES HOUSE

**Admorspace Limited**  
**(In Liquidation)**  
**Joint Liquidators' Abstract of Receipts & Payments**  
**From 21 May 2012 To 22 July 2014**

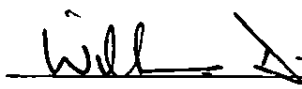
S of A £		£	£
	<b>SECURED ASSETS</b>		
204,627 14	Book Debts	NIL	NIL
	<b>SECURED CREDITORS</b>		
(281,830 39)	Lloyds TSB Commercial Finance Limit	NIL	
(170,598 39)	Barclays Bank Plc	NIL	NIL
	<b>HIRE PURCHASE</b>		
Uncertain	Plant and Machinery	NIL	
Uncertain	Amada United Kingdom Limited	NIL	NIL
	<b>ASSET REALISATIONS</b>		
NIL	Leasehold Property Improvements	NIL	
1,500 00	Plant & Machinery	1,500 00	
3,200 00	Office Furniture & Equipment	3,200 00	
2,500 00	Motor Vehicles	2,500 00	
4,000 00	Stock	3,300 00	
NIL	Factored Debtors	31,980 30	
	Bank Interest Gross	2 92	
	VAT on Legal Costs	1,056 75	
NIL	Other Debtors	NIL	43,539 97
	<b>COST OF REALISATIONS</b>		
	Preparation of S of A	7,000 00	
	Office Holders Expenses	1,778 55	
	Agents/Valuers Fees	1,084 45	
	VAT on Legal Costs	1,056 75	
	Accountants fees	500 00	
	Insurance of Assets	139 92	(11,559 67)
	<b>PREFERENTIAL CREDITORS</b>		
(24,516 94)	Employee Arrears of Wages & Holiday	NIL	NIL
	<b>FLOATING CHARGE CREDITORS</b>		
	Lloyds TSBCF	31,980 30	(31,980 30)
	<b>UNSECURED CREDITORS</b>		
(1,239,720 21)	Trade & Expense Creditors	NIL	
(114,019 76)	Employees Redundancy & Notice Pay	NIL	
(425,578 98)	Directors' Loan Accounts	NIL	
(296,347 21)	HM Revenue & Customs - PAYE	NIL	
(144,222 55)	HM Revenue & Customs - VAT	NIL	
(91,484 00)	Shareholders' Loan Accounts	NIL	
(41,906 00)	Carbon Trust Loan	NIL	NIL

**Admorspace Limited**  
**(In Liquidation)**  
**Joint Liquidators' Abstract of Receipts & Payments**  
**From 21 May 2012 To 22 July 2014**

S of A £		£	£
	DISTRIBUTIONS		
(350,000 00)	Preference Shareholders	NIL	
(100,000 00)	Ordinary Shareholders	NIL	
(1,000 00)	Ordinary A Shareholders	NIL	
			NIL
<b>(3,065,397.29)</b>			<b>0.00</b>

REPRESENTED BY

Trade Creditors	(78 42)
Vat Control Account	78 42
	<b>NIL</b>

  
 William Duncan  
 Joint Liquidator

**Admorspace Limited ("the Company") – In Liquidation**

**Joint Liquidators' Final Report  
From 21 May 2012 up to the Final General Meetings of Members  
and Creditors to be held on 22 July 2014**

**Issued on: 9 May 2014**

## **ADMORSPACE LIMITED ("THE COMPANY") – IN LIQUIDATION**

### **JOINT LIQUIDATORS' FINAL REPORT AS AT 9 MAY 2014**

William Duncan and Keith Allan Marshall are the Joint Liquidators of the Company and this is their final report to the creditors and members of the Company, showing how the liquidation has been conducted

The report covers in summary the whole period of the liquidation and in more detail from the last progress report to the date of the final meeting

In the absence of circumstances necessitating amendment, this report will be presented to the meetings of members and creditors

#### **1. Statutory Information**

Statutory information relating to the Company is attached at **Appendix I**

#### **2. Joint Liquidators' Receipts and Payments Account**

A summary of the Joint Liquidators' receipts and payments account relating to the Company for the relevant period from 21 May 2013 to 9 May 2014 and estimated to closure and cumulatively (from commencement of liquidation on 21 May 2012, to the date of the final meetings of members and creditors on 22 July 2014, is attached at **Appendix II**

All costs and expenses in this matter have been settled.

#### **3. Action taken by the Joint Liquidators**

The Company was wound up on 21 May 2012 and William Duncan and Sarah Louise Burge were appointed Joint Liquidators at meetings of members and creditors held on 21 May 2012

Please note that RSM Tenon Limited (which has changed its name to Baker Tilly Business Services Limited) has been acquired by Baker Tilly UK Holdings Ltd and all future communications will be conducted under the Baker Tilly name

On 6 December 2013 the High Court of Justice, Chancery Division, Leeds District Registry Ordered that Sarah Louise Burge be removed from office as Joint Liquidator and be replaced by Keith Allan Marshall.

The effect of the Court Order is that Keith Allan Marshall and I will now continue as Joint Liquidators until the conclusion of the liquidation.

#### ***Actions from commencement to the start of this period***

##### **Book Debts**

The Company was party to an Invoice Finance Agreement with Lloyds TSB Commercial Finance Limited ("LTSBCF") The outstanding liability to LTSBCF totalling £281,830 on appointment was repaid in full due to the

directors of the Company covering the shortfall after debt collection under the terms of their personal guarantees LTSBCF subsequently reassigned the outstanding ledger to the Joint Liquidators. The Joint Liquidators upon reassignment entered into a book debt assignment agreement with the aforementioned guarantors in order that they could continue collections

#### **Plant & Machinery on hire purchase from Amada United Kingdom ("Amada")**

The machinery was returned to Amada under the terms of the agreement and no surplus was available to the Joint Liquidators

#### **Plant & Machinery, Office Furniture & Equipment, Motor Vehicles, Stock**

These items were valued and sold by CJM Asset management as follows -

- Plant and Machinery, £1,500
- Office Furniture and Equipment, £3,200
- Motor Vehicles, £2,500
- Stock, £3,300

These items were sold to Modular Space Limited, a company which is controlled by Mr Galbraith and Mr ZGoda, two former directors of Admorspace Limited

#### **Shares and Investments**

The Company was the sole shareholder of Modular Fabrications Limited that, as previously advised, had very limited assets and was formally dissolved on 13 November 2012

#### **Other Debtors**

Other debtors included £1,697,500 loaned to an associated company, High Stile Developments Limited. Upon liquidation of the Company this debt crystallised, however, High Stile Developments Limited cannot repay this loan. The Joint Liquidators investigated this matter further and concluded there were no rights of action available to the Liquidators against the directors in respect of the loan made to High Stile Developments Limited. Any creditor has the right to seek their own independent legal advice on this matter should they wish.

#### **Investigations**

Liquidators have a duty to submit a confidential report or return to the government's Disqualification Unit on the conduct of those persons who acted as directors of the Company in the three year period before the liquidation. As previously advised such reports have been completed and there are no outstanding lines of enquiry.

#### ***Actions in this final period***

#### **Book Debts**

Upon assignment of the ledger to the guarantors the main debtor to be pursued was Willian (UK) Limited with an amount outstanding of £116,100. Unfortunately the guarantors discovered in June 2013 that Willian (UK) Limited had actually entered into liquidation on 29 April 2013.

## **VAT Bad Debt Relief**

The Joint Liquidators have reviewed the books and records in order to assess whether a VAT bad debt relief claim could be submitted, however, there was no scope for a claim

All assets have now been realised

## **4. Liabilities and Dividends**

### **Secured Creditors / LTSBF**

LTSBCF Limited received payment in full from personal guarantees provided by the directors of the Company to cover the shortfall on their lending after completion of the debt collection process

### **Preferential Creditors**

There were insufficient realisations to enable a payment to be made to preferential creditors

### **Ordinary Unsecured Creditors**

No dividend has been paid to unsecured creditors because there were insufficient realisations to meet the Joint Liquidators' fees and other administrative costs of the estate

Notice of no dividend was sent to creditors on 28 April 2014.

## **5. Joint Liquidators' Remuneration, Disbursements and Expenses**

### **Basis of Remuneration and Disbursements**

At the initial meeting of creditors held on 21 May 2012 it was resolved that the Joint Liquidators would be remunerated by reference to the time properly spent in dealing with matters in the liquidation and that their disbursements would be drawn in accordance with the tariff outlined in **Appendix III**.

### **Remuneration Charged and Drawn**

The Joint Liquidators' time costs were charged and drawn (exc VAT) as follows:

	Incurred	Paid
For this period, from 21 May 2013 to 9 May 2014	£8,234.50	£0.00
Since appointment on 21 May 2012 to 20 May 2013	£30,810.00	£0.00
<b>Total</b>	<b>£39,044.50</b>	<b>£0.00</b>

Due to insufficient funds all of the above time costs have necessarily been written off

In accordance with Statement of Insolvency Practice 9, attached at **Appendix III** is a breakdown of these time costs

#### **Disbursements Incurred and Drawn**

The Joint Liquidators' disbursements incurred and reimbursed are summarised below Details are in the attached **Appendix III**.

	Incurred	Paid
Category 1 disbursements for this period, from 21 May 2013 to 9 May 2014	£1,132 76	£392.11
Category 2 disbursements for this period, from 21 May 2013 to 9 May 2014	£95.40	-
Category 1 disbursements since appointment on 21 May 2012 to 20 May 2013	£1,925 55	£1,179 99
Category 2 disbursements since appointment on 21 May 2012 to 20 May 2013	£206 45	£206 45
<b>Total</b>	<b>£3,360.16</b>	<b>£1,778 55</b>

Due to insufficient funds a shortfall of £1,581 61 in respect of the Joint Liquidators' disbursements has necessarily been written off

#### **Expenses (Professional Advisors) Charged and Drawn**

There has been no professional advisor involvement in the liquidation since the last progress report,

#### **Pre Appointment Costs**

On 21 May 2012 the creditors resolved that the fees of Baker Tilly Business Services Limited, (formerly RSM Tenon) for assisting the Directors in placing the company into liquidation, assisting with the Statement of Affairs and convening the statutory meetings be of £10,000 plus VAT and be paid as an expense of the liquidation

As previously reported, only £7,000 has been drawn because insufficient assets were realised

#### **Creditors' Guide to Fees and Statement of Creditors' Rights**

Creditors have a right to request further information from the Liquidators and additionally have a right to challenge the Liquidators' remuneration and expenses time limits apply Details can be found in the document 'A Creditor's Guide to Liquidators' Fees' which can be accessed at the website of the Insolvency Practitioners' Association ([www.insolvency-practitioners.org.uk](http://www.insolvency-practitioners.org.uk) > Regulation and Guidance" > Creditors Guides to Fees), or the Institute of Chartered Accountants in England & Wales ([www.icaew.com](http://www.icaew.com) > Technical Resources > Insolvency > Creditors' Guides). Alternatively a copy is available free of charge upon request from the address above.



## **6. Conclusion of the Liquidation**

The final general meetings of members and creditors have been convened at which it is intended that this report will be presented. Formal notice is enclosed. The Joint Liquidators will seek approval to release as Liquidator in this matter. This meeting is purely a formality and there is no requirement for you to attend, however if you wish to do so it should be helpful if you would advise the above office in advance.



**William Duncan**  
**Baker Tilly Business Services Limited**  
**Joint Liquidator**

*Licensed in the United Kingdom to act as an insolvency practitioner by the Institute of Chartered Accountants of Scotland*

## **Statutory Information**

## **Appendix I**

### **Company Information**

Company Name	Admorspace Limited
Previous Name	N/A
Company Number	05310692
Date of Incorporation	10 December 2004
Trading Address:	30 Freightliner Road, Hull, HU3 4UP
Current Registered Office	c/o Baker Tilly, Two Humber Quays, Wellington Street West, Hull, HU1 2BN
Former Registered Office	30 Freightliner Road, Hull, HU3 4UP
Principal Trading Activity:	Manufacture of portable buildings

### **Appointment details**

Joint Liquidators' name and address	William Duncan and Keith Allan Marshall of Baker Tilly Business Services Limited Two Humber Quays Wellington Street West Hull HU1 2BN
Commencement of liquidation:	21 May 2012
Date of appointment	21 May 2012
Appointment made by	Members & Creditors

The Joint Liquidators act jointly and severally.

Please note that RSM Tenon Limited (which has changed its name to Baker Tilly Business Services Limited) has been acquired by Baker Tilly UK Holdings Ltd and all future communications will be conducted under the Baker Tilly name

Additionally, on 6 December 2013 the High Court of Justice, Chancery Division, Leeds District Registry Ordered that Sarah Louise Burge be removed from office as Joint Liquidator and be replaced by Keith Allan Marshall.

The effect of the Court Order is that Keith Allan Marshall and I will now continue as Joint Liquidators until the conclusion of the liquidation

**Admorspace Limited - In Liquidation**  
**Receipts and Payments Account**  
**From 21 May 2012 to 22 July 2014**

<b>Statement of Affairs</b>		<b>Receipts and Payments</b>		<b>Total</b>
		<b>From 21 May 2012</b>	<b>From 21 May 2013</b>	
		<b>To 20 May 2013</b>	<b>to 9 May 2014 and</b>	
			<b>estimated to closure</b>	
<b>£</b>	<b>Receipts</b>	<b>£</b>	<b>£</b>	<b>£</b>
1,500 00	Plant and Machinery	1,500 00		1,500 00
3,200 00	Office Furniture & Equipment	3,200.00		3,200 00
2,500 00	Motor Vehicles	2,500 00		2,500 00
4,000 00	Stock	3,300 00		3,300 00
	Bank Interest	2 55	0.37	2 92
				0 00
<b>11,200.00</b>		<b>10,502.55</b>	<b>0.37</b>	<b>10,502.92</b>
				0 00
	<b>Payments</b>			0 00
	Pre Appointment Fee	7,000 00		7,000.00
	Joint Liquidators' Expenses	1,386 44	392 11	1,778 55
	Accountancy Fees	500 00		500 00
	Agents Fees	1,084 45		1,084.45
	Insurance of Assets	139 92		139 92
				0 00
		<b>10,110.81</b>	<b>392.11</b>	<b>10,502.92</b>
				0.00
	<b>Balance</b>	<b>391.74</b>	<b>-391.74</b>	<b>0.00</b>

**Admorspace Limited****Information relating to the Joint Liquidators' Fees and Expenses****1. Charging, expenses and disbursements policy statement****1.1. Charging policy**

Partners, directors, managers, administrators, cashiers, secretarial and support staff are allocated an hourly charge out rate which is reviewed from time to time

Work undertaken by cashiers, secretarial and support staff will be or has been charged for separately and such work will not or has not also been charged for as part of the hourly rates charged by partners, directors, managers and administrators

Time spent by partners and all staff in relation to the insolvency estate is charged to the estate.

Time is recorded in 6-minute units at the rates prevailing at the time the work is done

The current charge rates for Baker Tilly Business Services Limited enter office location are

<b>Grade</b>	<b>Rate per hour</b>
	<b>£</b>
Partners / Directors	355 – 395
Managers	260 – 300
Technical Staff	155 – 220
Assistants and Support Staff	100 – 155

Time billed is subject to Value Added Tax at the applicable rate, where appropriate

It is the office holder's policy to ensure that work undertaken is carried out by the appropriate grade of staff required for each task, having regard to its complexity and the skill and experience actually required to perform it

Baker Tilly Business Services Limited's charge out rates are reviewed periodically

**1.2. Expenses and disbursements policy**

Only expenses and disbursements properly incurred in relation to an insolvency estate are re-charged to the insolvency estate

Expenses and disbursements which comprise external supplies of incidental services specifically identifiable to the insolvency estate require disclosure to the relevant approving party, but do not require approval of the relevant approving party prior to being drawn from the insolvency estate. These are known as "Category 1" disbursements

Expenses and disbursements which are not capable of precise identification and calculation (for example any which include an element of shared or allocated costs) or payments to outside parties that the firm or any associate has an interest, require the approval of the relevant approving party prior to being drawn from the insolvency estate. These are known as "Category 2" disbursements.

A resolution to consider approving "Category 2" disbursements at the rates prevailing at the time the cost is incurred to Baker Tilly Business Services Limited will be proposed to the relevant approving party in accordance with the legislative requirements.

General office overheads are not re-charged to the insolvency estate as a disbursement.

Any payments to outside parties in which the office holder or his firm or any associate has an interest will only be made with the approval of the relevant approving party.

Expenses and disbursements re-charged to or incurred directly by an insolvency estate are subject to VAT at the applicable rate, where appropriate.

Disbursement charge	Rate
Company searches (Tracker reports)	£10 per case
File set up	£7 per file
Photocopying, scanning and faxes	10p per side of paper
Mileage	42.5p per mile
Room hire (internal) - London	£150 per hour
Room hire (internal) - outside London	£100 per hour
Reports to creditors and members - posted	50p per report
Reports to creditors and members - published on line	25p per report

## **2. Description of work carried out in the current period**

Section 3 of this appendix outlines the time costs to date in relation to activities undertaken during this period. These can be summarised as follows:

### **2.1. Administration and planning**

The following activities have been undertaken:

- > Maintaining bank accounts,
- > Progress reviews of the case.

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

### **2.2. Realisation of assets**

Please refer to the main body of the report but in summary the time spent includes:

- > Liaison with Lloyds TSB Commercial Finance Limited and guarantors

### 2.3. Creditors and distributions

The time spent includes the following matters

- > Recording and maintaining the list of creditors,
- > Dealing with employee related matters,
- > Reporting to creditors,
- > Dealing with creditor queries

### 3. Time and charge out summary

For the period of this report from 21 May 2013 to 9 May 2014, a total of 40.6 hours have been spent at an average charge out rate of £202.82 bringing the total cost to £8,234.50

Please note that we have re-designed our SIP9 analysis table to provide a more detailed analysis of the grades of staff within the firm. Please note that this change does not alter the overall value of time costs recorded, purely the column within the table to which that time, and cost, has been allocated or the exact date of the work.

The table below shows details of the time costs charged (exc VAT) in the current period

Classification of work function	Insolvency Practitioner/ Partner/	Director / Associate Director / Manager	Other senior professionals	Assistants and support staff	Total	Time cost £	Average Hourly rate £
Administration and Planning	1.9	3.7	1.3	7.1	14.0	3,089.50	220.68
Investigations	0.2	0.2	-	-	0.4	131.00	327.50
Realisation of assets	-	2.2	-	0.2	2.4	611.00	254.58
Creditors	0.5	2.7	11.8	8.8	23.8	4,403.00	185.39
<b>Total hours</b>	<b>2.6</b>	<b>16.2</b>	<b>13.1</b>	<b>16.1</b>	<b>40.6</b>	<b>8,234.50</b>	<b>202.82</b>

The following table shows all fees charged from appointment to date

Classification of work function	Insolvency Practitioner/ Partner/	Director / Associate Director / Manager	Other senior professionals	Assistants and support staff	Total	Time cost £	Average Hourly rate £
Administration and Planning	17.8	12.6	18.0	20.6	68.9	16,308.50	238.71
Investigations	0.8	4.5	17.4	-	22.7	4,365.00	192.29
Realisation of assets	0.1	15.1	7.5	0.2	22.9	5,461.00	238.47
Creditors	0.7	14.3	35.3	24.6	74.9	12,910.00	172.48
<b>Total hours</b>	<b>19.4</b>	<b>46.5</b>	<b>78.2</b>	<b>45.3</b>	<b>189.4</b>	<b>39,044.50</b>	<b>206.15</b>

From appointment to date the total time costs incurred are £39,044.50 and 189.4 hours spent bringing the average charge out rate to £206.15.

#### 4. Disbursements

Disbursements incurred during the period of this report and cumulatively, and those reimbursed in the period and cumulatively, to end of current period, are detailed below

Disbursements	This period		Previous period		Cumulatively	
	Incurred £	Paid £	Incurred £	Paid £	Incurred £	Paid £
Category 1						
Advertising (statutory)			283.50	283.50	283.50	283.50
Bond	140.00		120.00	-	260.00	
Company search			4.00	4.00	4.00	4.00
Mail re-direction			60.00	60.00	60.00	60.00
Postage (at cost)	101.92		225.65	225.65	327.57	225.65
Room hire (external)			108.84	108.84	108.84	108.84
Storage (external)	890.84	392.11	1,115.56	490.00	2,005.40	882.11
Insolvency Point (Online reports)			8.00	8.00	8.00	8.00
<b>Total</b>	<b>1,132.76</b>	<b>392.11</b>	<b>1,925.55</b>	<b>1,179.99</b>	<b>3,057.31</b>	<b>1,572.10</b>

Category 2					
Photocopying / printing	42 40	201 45	201 45	243 85	201 45
Reporting Costs	53 00			53 00	
Travel which is not at cost (for example mileage)		5 00	5 00	5 00	5 00
<b>Total</b>	<b>95.40</b>	<b>206.45</b>	<b>206.45</b>	<b>301.85</b>	<b>206.45</b>

The above costs exclude VAT.

#### 5. Professional advisors and expenses

The Joint Liquidators have incurred liquidation expenses in connection with the instruction of the following parties as shown below. Expenses incurred during the period of this report and cumulatively to date, and those paid in the period and cumulatively to date, are detailed

Name & Activity	This period		Year 1		Cumulatively	
	Incurred	Paid	Incurred	Paid	Incurred	Paid
	£	£	£	£	£	£
CJM Asset Management			1,084 45	1,084 45	1,084 45	1,084 45
Fawley Judge and Easton			500.00	500 00	500.00	500 00
<b>Total</b>			<b>1,584.45</b>	<b>1,584.45</b>	<b>1,584.45</b>	<b>1,584.45</b>

The above costs exclude VAT



Rule 4.54, 4.108  
4.113, 4.114-  
CVL, 4.125,  
4.126-CVL

Form 4.22

## Notice to Creditors of Meeting of Creditors

### Admorspace Limited

A final meeting of creditors of the above-named company has been summoned by the Liquidator

(a) Delete as  
applicable

~~(a) [at the request of a creditor, under section (b) of the Insolvency Act 1986 for the purpose of:-~~

(b) Insert relevant  
section

- receiving an account of how the winding-up has been conducted and the company's property disposed of,
- hearing any explanations that may be given by the Joint Liquidator;
- determining the release of the Joint Liquidator

The meeting will be held as follows -

Date 22 July 2014

Time 10 30am

Place The offices of Baker Tilly Business Services Limited, Two Humber Quays,  
Wellington Street West, Hull, HU1 2BN

(c) Insert date and  
time by which proof  
& proxy is to be  
lodged (12 00 hours  
on the business day  
before the date fixed  
for the meeting)

A proxy form is enclosed which must be lodged with me not later than

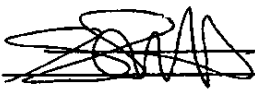
On 21 July 2014

At Noon

to entitle you to vote by proxy at the meeting (a) [together with a completed proof of debt form if you have not already lodged one].

Dated 9 May 2014

Signed



**WILLIAM DUNCAN**  
Joint Liquidator  
Baker Tilly Business Services Limited  
Two Humber Quays  
Wellington Street West  
Hull  
HU1 2BN

**NOTE:** Insert any further details which by the nature of the meeting need to be stated

## Notice to Contributors of Meeting of Contributors

### Admorspace Limited

A final meeting of the contributors of the above-named company has been summoned by the Liquidator

(a) Delete as  
applicable

for the purpose of -

(b) Insert relevant  
section

- receiving an account of how the winding-up has been conducted and the company's property disposed of;
- hearing any explanations that may be given by the Joint Liquidators,
- determining the release of the Joint Liquidators

The meeting will be held as follows -

Date 22 July 2014

Time 10 00am

Place The offices of Baker Tilly Business Services Limited, Two Humber Quays,  
Wellington Street West, Hull, HU1 2BN

(c) Insert date and  
time by which proxy  
is to be lodged  
(12 00 hours on the  
business day before  
the date fixed for the  
meeting)

A proxy form is enclosed which must be lodged with me not later than

On 21 July 2014

At Noon

to entitle you to vote at the meeting

Dated 9 May 2014

Signed



**WILLIAM DUNCAN**  
Joint Liquidator  
Baker Tilly Business Services Limited  
Two Humber Quays  
Wellington Street West  
Hull  
HU1 2BN

**NOTE:** Insert any further details which by the nature of the meeting need to be stated.

WD/KAM/SSU/JP/CHH/55  
21387L**Proxy (Members' or Creditors' Voluntary Winding Up)****Admorspace Limited - In Liquidation**

Name of Creditor/Member \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

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 alternatives as well

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

Name of Proxy Holder

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

I appoint the above person to be my/the creditor's/member's proxy holder at the meeting of creditors/members to be held on 22 July 2014, or at any adjournment of that meeting. The proxy holder is to propose or vote as instructed below (and in respect of any resolution for which no specific instruction is given, may vote or abstain at his/her discretion).

**Voting Instructions for resolutions**

1 For the release of the Joint Liquidators

**FOR / AGAINST**

Any other resolutions which the proxy-holder is to propose or vote in favour of or against should be set out in numbered paragraphs in this space provided. If more room is required please use the other side of this form

**This form must be signed**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name in CAPITAL LETTERS \_\_\_\_\_

Only to be completed if the creditor/member has not signed in person

**Position with creditor/member or relationship to creditor/member or other authority for signature**  
\_\_\_\_\_  
\_\_\_\_\_

**Please note that if you nominate the chairman of the meeting to be your proxy-holder he will be the current liquidator.**

**Remember: there may be resolutions on the other side of this form**