

The Insolvency Act 1986

**Statement of administrator's proposals****2.17B**

Name of Company CCG Logistics (UK) Limited	Company number 05846379
In the High Court of Justice Chancery Division Companies Court London (full name of court)	Court case number  2479 of 2010

(a) Insert full name(s) and address(es) of administrators

We (a) Matthew Peter Bond and Andrew Gordon Stoneman of  
MCR  
43-45 Portman Square  
London  
W1H 6LY

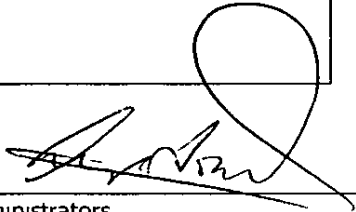
attach a copy of our proposals in respect of the Administration of the Company

\* Delete as appropriate

A copy of these proposals was sent to all known creditors on

(b) Insert date

(b) 11 May 2010

Signed   
Joint Administrators

Dated 11<sup>th</sup> May 2010

**Contact Details**

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give

MCR  
43-45 Portman Square  
London  
W1H 6LY

37 7240



A38 12/05/2010 217  
COMPANIES HOUSE

completed and signed this form please send it to the Registrar of Companies at

House, Crown Way, Cardiff CF14 3UZ

DX 33050 Cardiff

WEDNESDAY

17/5/10

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**CCG Logistics (UK) Limited  
(In Administration)**

**Joint Administrators' Report to Creditors and Statement of Proposals  
For the period from 22 March 2010 to 10 May 2010  
pursuant to Paragraph 49 of Schedule B1 to the Insolvency Act 1986**

**11 May 2010**



CORPORATE  
RESTRUCTURING

**Names of Joint Administrators:** Matthew Peter Bond  
Andrew Gordon Stoneman

**Date of appointment:** 22 March 2010

**Date of report:** 11 May 2010

**Appointed by:** Eurofactor (UK) Limited  
Bellerive House  
3 Muirfield Crescent  
Docklands  
London  
E14 9S

**Court reference:** 2479 of 2010  
High Court of Justice  
Chancery Division  
Companies Court  
London

**MCR**  
**43-45 Portman Square**  
**London**  
**W1H 6LY**



CORPORATE  
RESTRUCTURING

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## DEFINITIONS

CCG Logistics (UK) Limited (In Administration) (Company Number 05846379);	the Company
Matthew Peter Bond and Andrew Gordon Stoneman of MCR, 43-45 Portman Square, London, W1H 6LY;	the Joint Administrators
22 March 2010, being the date of appointment of the Joint Administrators,	the Appointment Date
Jamie Smithers, the sole director of the Company,	the Director
Barclays Bank plc, with whom the Company banked,	Barclays
Eurofactor (UK) Limited, with whom the Company had an invoice finance facility, and the holder of a fixed and floating charge over the Company's assets,	Eurofactor
Hilco Appraisal Europe Ltd, who were instructed to value and sell the assets of the Company;	Hilco
Statement of Affairs, documentation to be supplied by the Director outlining the Company's financial position as at the Appointment Date,	SOA
EC Regulation on Insolvency Proceedings 2000,	EC Regulation
The Joint Administrators' firm's internal costs and expenses in dealing with the Administration;	Category 2 Disbursements
The Insolvency Act 1986 (as amended),	the Act
The Insolvency Rules 1986 (as amended), and	the Rules
Creditors Voluntary Liquidation	CVL
HM Revenue and Customs	HMRC
Statement of Insolvency Practice 9	SIP 9



## **1. INTRODUCTION**

- 1 1 Matthew Peter Bond and Andrew Gordon Stoneman of MCR were appointed Joint Administrators of the Company on 22 March 2010 by Eurofactor, the holder of a qualifying floating charge pursuant to Paragraph 14 of Schedule B1 to the Act.
- 1 2 In accordance with Paragraph 100(2) of Schedule B1 to the Act the functions of the Joint Administrators are being exercised jointly and severally
- 1 3 This report sets out the circumstances leading up to the appointment of the Joint Administrators and the steps taken by them to date
- 1 4 You should complete the relevant proxy and proof of debt forms attached at Appendix 6 and return these to the Joint Administrators, if you have not already done so

## **2. BACKGROUND**

- 2 1 Statutory information on the Company and a summary of its financial history is included at Appendix 1.
- 2.2 The Company's principal activity was a freight forwarder specialising in fresh produce imported from abroad. The Company operated from a leasehold site in Heathrow, London
- 2.3 The Company banked with Barclays and operated an invoice finance facility with Eurofactor

## **3. EVENTS LEADING UPTO THE ADMINISTRATION**

- 3.1 During 2009 the Company began to experience the adverse effects of the worldwide financial downturn which was compounded by a number of staff leaving the Company to join a competitor. The Company was also subject to an increasingly competitive market where its margins were highly pressured
- 3 2 Despite financial support from its parent company (CCG AG) the Company began to experience cash flow difficulties in late 2009, which resulted in a default of the invoice finance facility with Eurofactor.
- 3.3 In view of the Company's financial and operational position Eurofactor subsequently took action to protect its interests and those of the other creditors of the Company by placing the Company into Administration. Matthew Peter Bond and Andrew Gordon Stoneman of MCR were subsequently appointed Joint Administrators of the Company on 22 March 2010
- 3 4 The Joint Administrators considered their position prior to accepting the appointment, and having regard to the Insolvency Practitioners Association ethical guidelines, considered that there were no circumstances preventing them from accepting the appointment

#### **4. PURPOSE OF THE ADMINISTRATION**

4.1 The purpose of the Administration is to achieve one of the following hierarchical objectives

- Rescuing the Company as a going concern, or
- Achieving a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration), or
- Realising property in order to make a distribution to one or more secured or preferential creditors

4.2 The Joint Administrators were unable to achieve the first objective as the liabilities of the Company made it impossible to sell the shares in the Company

4.3 The Joint Administrators are therefore performing their functions with the purpose of achieving the second of the above objectives. The Joint Administrators' proposals for achieving the purpose of the Administration are set out in the remainder of this report.

#### **5. PROGRESS OF THE ADMINISTRATION TO DATE**

5.1 The manner in which the affairs and business of the Company have been managed since the appointment of the Joint Administrators and will continue to be managed and financed are set out below

##### **Sale of business**

5.2 Immediately on appointment the Joint Administrators met with key management to consider the possibility of continuing to trade and the prospects of achieving a sale of the business as a going concern. As a result of the Company's cash flow difficulties a number of its clients had already sourced an alternative freight forwarder. The lack of funding and the loss of customers also meant that the opportunity of achieving a sale of the business as a going concern was severely reduced.

5.3 The Joint Administrators were unable therefore to commit to trading the business whilst a sale was pursued, especially in the view of the arrears of wages and duty costs that would have needed to be paid.

##### **Sale of assets**

5.4 Upon the appointment of the Joint Administrators, Hilco, independent valuers and auctioneers, were instructed to carry out an inventory and valuation of the Company's machinery, IT and office equipment. The valuation is summarised as follows

	<b>(£)</b>
Plant & Machinery	5,250
IT & Office Equipment	<u>1,965</u>
	<b><u>7,215</u></b>

5.5 The Company's plant and machinery was sold on 23 March 2010 for £7,000 plus VAT

5.6 A sale of the Company's IT and office equipment was completed on 26 March 2010 for £3,150 plus VAT

- 5 7 Both of the above sales were in excess of the valuation and were agreed following recommendation by Hilco. The Joint Administrators do not anticipate any further realisations.

**Book debts**

- 5 8 As at the Appointment Date, the Company's financial accounts showed, the debtor ledger totalled £1,985,713.
- 5 9 The Company's book debts were subject to an invoice discounting arrangement with Eurofactor. At the Appointment Date the amount owing to Eurofactor under the invoice discounting facility was £855,849, subject to accruing interest and charges. To date book debt collections total £933,305.31.
- 5 10 If Eurofactor are repaid in full from book debt collections including interest and charges, the book debt surplus will be available to the Administration estate. The Joint Administrators anticipate that there may be sufficient book debt collections to allow a surplus to be passed to the Joint Administrators, however the quantum and timing is uncertain.

**Cash at Bank**

- 5 11 At the Appointment Date the Company's bank account was in credit by £12,877. The Joint Administrators have requested the transfer of these funds and are awaiting receipt.

**Duty Deferment Bond & Community Transit Guarantee**

- 5 12 Due to the nature of the Company's business the Company was required to hold a Duty Deferment Bond and a Community Transit Guarantee of £100,000 and £50,000, respectively.
- 5 13 These amounts are held by Barclays and will only be released to the Company once HMRC confirm that they are satisfied that no duties remain payable.
- 5.14 The Joint Administrators are hopeful that funds will be released, but are not in a position to confirm the quantum and timing of any realisation at this stage.

**Pre-Appointment VAT Refund**

- 5 15 Upon their appointment the Joint Administrators submitted a pre-appointment VAT return to HMRC. A refund of £43,488 has been received into the Company's pre-appointment bank account and the Joint Administrators are awaiting the transfer of these monies.

**Rates Refund**

- 5 16 The Joint Administrators have identified a rates refund of £17,010 due to the Company in relation to the occupation of the Company's premises. The Joint Administrators have requested the transfer of these funds and are awaiting receipt.

**Transit Duties**

- 5 17 The Joint Administrators have received refunds totalling £66,168 from HMRC in relation to over payment of duty paid for the release of imported goods. This has arisen as a result of HMRC charging the highest level of duty on the goods imported which was subsequently adjusted once full details of the goods had been provided.



- 5 18 The Joint Administrators are currently investigating the amounts refunded to establish if these monies were paid by the Company or a customer direct, and therefore whether the refund should be paid to a third party. Accordingly these monies may not be an asset of the Administration.

### **Investigations**

- 5 19 The Joint Administrators have a statutory obligation to file a report with the Insolvency Service regarding the conduct of the Directors that held office in the three years prior to the Administration. This report must be filed within six months from the Appointment Date and the content of this report is confidential.
- 5 20 The Joint Administrators also have a duty to investigate antecedent transactions which include
- Transactions at an undervalue, s238 of the Act,
  - Preferences, s239 of the Act, and
  - Transactions to defraud creditors, s423 of the Act.
- 5 21 The Joint Administrators are investigating the possibility of antecedent transactions occurring in the period prior to the Joint Administrators' appointment. Initial investigations indicate there may have been such transactions, however the Joint Administrators are not in a position to disclose details at this time as it may prejudice future actions.
- 5 22 The Joint Administrators' investigations into the Company's affairs are currently ongoing. Should any creditors have information concerning the Company's affairs that they would like to bring to the Joint Administrators' attention, they would invite you to send your comments to them in writing.

### **Receipts and Payments**

- 5 23 A summarised Receipts and Payments account for the period 22 March 2010 to 10 May 2010 is attached at Appendix 3.

### **Joint Administrators' Agents and Solicitors**

- 5 24 The Joint Administrators have engaged the following firms to assist with the sale of the Company's assets and other statutory matters:

<b>Company</b>	<b>Role</b>	<b>Basis of Remuneration</b>
Hilco Asset Appraisal (Europe) Ltd	Valuation agents – Valuation and sale of the Company's tangible assets and assistance with the collection of sold and leased assets	Fixed Fee £5,000 plus VAT
Company Formations Ltd	Assistance with the preparation of P35 and P45's	Fixed Fee £450 plus VAT
Kennedy's	Solicitors – Assistance with placing the Company into Administration and other general legal matters	Time cost basis

- 5 25 The Joint Administrators' choice was based on their perception of the experience and ability to perform their work, the complexity and nature of the assignment and the basis of the fee arrangement with them.

## **6. STATEMENT OF AFFAIRS**

- 6 1 In accordance with Paragraph 47 of Schedule B1 to the Act the Joint Administrators have requested that the Director provides them with an SOA of the Company
- 6 2 The Director has failed to provide an SOA to date despite the Joint Administrators' written requests to the Director on 25 March 2010 and 27 April 2010
- 6 3 In the absence of a SOA being provided by the Director a schedule of creditors' names and addresses and the Company's draft balance sheet as at 31 December 2009 is attached at Appendix 3 Details of the Company's assets as at the Appointment Date are included in the body of this report This information is based on information from the Company's books and records as at the Appointment Date
- 6 4 Some creditor amounts shown may differ from the actual amount owed However, this does not affect your ability to claim for a different amount

## **7. JOINT ADMINISTRATORS' REMUNERATION**

- 7.1 In accordance with Rule 2 106 of the Rules, it is proposed that the basis upon which the Joint Administrators' remuneration should be fixed, is by reference to the time properly given by them and their staff in attending to matters arising in the Administration
- 7 2 The Joint Administrators' time costs for the period 22 March 2010 up to and including 7 May 2010 total £44,866 A schedule of these time costs is set out at Appendix 4.
- 7 3 Information regarding the fees of Administrators called "A Creditors' guide to Administrators' fees" and in accordance with SIP 9, can be found on MCR's website at [www.mcr.uk.com](http://www.mcr.uk.com) Should you require a copy, please contact the Joint Administrators' office

## **8. DIVIDEND PROSPECTS / PRESCRIBED PART**

### **Secured Creditors**

#### Eurofactor

- 8 1 In consideration for the monies advanced under an invoice discounting agreement the Company granted Eurofactor a debenture dated 29 August 2007, which confers fixed and floating charges over all of the assets of the Company
- 8 2 As previously stated the Company's indebtedness to Eurofactor was £855,849 at the Appointment Date
- 8 3 It is anticipated that there will be sufficient realisations to repay Eurofactor in full, including accrued interest and charges

#### Barclays

- 8 4 Barclays were granted a deed of charge against cash deposits on 29 August 2007 in consideration for monies advanced pursuant to the Company's banking facilities
- 8 5 At the Appointment Date the Company's account with Barclays was in credit and accordingly it is unlikely that there will be any call upon this security

### Preferential Creditors

- 8 6 The quantum of preferential claims are currently unknown, however the Joint Administrators estimate that they will be approximately £21,000
- 8 7 Although the Joint Administrators are yet to receive notification of the preferential creditors' claims, at this stage, it is anticipated that there will be sufficient funds available to enable a distribution to preferential creditors
- 8 8 It is likely that a significant element of the preferential claim will be employees' claims which are mostly subrogated to the Secretary of State, following payment by the Redundancy Payments Office

### Prescribed Part

- 8 9 Pursuant to Section 176A of the Act where a floating charge is created after 15 September 2003 a Prescribed Part of the Company's net property shall be made available to non-preferential unsecured creditors
- 8 10 The Prescribed Part is calculated as a percentage of net property, as follows:
- |                                   |  |
|-----------------------------------|--|
| Net property less than £10,000    | 50%, unless the costs of distribution are greater than the benefit, or |
| Net property greater than £10,000 | 50% up to £10,000 plus 20% thereafter to a maximum of £600,000         |
- 8 11 In this case the Prescribed Part provision applies as Eurofactor's charge was created after 15 September 2003
- 8 12 Any distribution to non-preferential unsecured creditors from the Prescribed Part is dependant on the book debt collections

### Non-Preferential Unsecured Creditors

- 8 13 According to the Company's books and records, non-preferential unsecured creditors total £1,033,025 at the Appointment Date. The Joint Administrators have to date received claims of £2,553,097. The non-preferential unsecured creditors can be summarised as follows:

	Company's records (£)	Claims (£)
Trade & Expense Creditors	1,033,025	2,553,097
Employee Claims	Nil	Nil
HM Revenue & Customs – PAYE and NIC	Nil	Nil
<b>Total</b>	<b>1,033,025</b>	<b>2,553,097</b>

- 8 14 Based on the available information, it is possible that there may be sufficient realisations to enable a distribution to the non-preferential unsecured creditors of the Company. This will be dependant on book debt collections and any return from the duty deferment bond. Further information will be made available in the Joint Administrators' progress report.

## **9. EC REGULATION**

- 9.1 It is the Joint Administrators' opinion that the EC Regulation apply and these proceedings are main proceedings as defined in Article 3 of the EC Regulation. The centre of main interest of the Company is in England.

## **10. CREDITORS' MEETING**

- 10.1 In accordance with Paragraph 51 of Schedule B1 to the Act, a creditors' meeting will be held at 43-45 Portman Square, London, W1H 6LY on 27 May 2010 at 11.00am.
- 10.2 A notice of the meeting of creditors is attached, at Appendix 5.
- 10.3 The purpose of this meeting is to vote on the Joint Administrators' proposals as outlined in section 12 of this report.
- 10.4 In order to be entitled to vote at the meetings, pursuant to Rule 2.38 of the Rules, creditors must provide to the Joint Administrators, not later than 12.00 hours on the business day before the day of the meetings, details in writing of the debt which they claim to be due to them from the Company. There must also have been lodged with the Joint Administrators by the creditors, any proxy which the creditor intends to be used on their behalf. A proof of debt form and proxy form are attached at Appendix 6, for your use in this regard.

## **11. END OF THE ADMINISTRATION**

- 11.1 The options available to the Joint Administrators for the exit from the Administration are as follows:
- Compulsory Liquidation
  - Creditors' Voluntary Liquidation
  - Company Voluntary Arrangement
  - Dissolution of Company
- 11.2 The outcome of the Administration will largely be dependent upon future realisations from the collection of book debts and duty deferment bond.
- 11.3 Should the Joint Administrators form the view that a distribution can be made to the non-preferential unsecured creditors, then they will review and utilise the most cost effective method of distribution.
- 11.4 It is proposed that the Joint Administrators will be appointed as Joint Liquidators of the Company should it be placed into CVL.
- 11.5 In the event that there are insufficient realisations to permit a distribution to the non-preferential unsecured creditors, then the Joint Administrators recommend that the Company be dissolved. In this event, it is proposed that once all outstanding matters have been satisfactorily completed, the Joint Administrators will give notice to the Registrar of Companies under Paragraph 84 of the Act to the effect that the Company has no property to realise which might permit a distribution to the non-preferential unsecured creditors at which time the Administration will cease. The Company will be dissolved three months following the registration of the notice at the Registrar of Companies.



- 11 6 You will note from the proposals section below that the Joint Administrators have left the choice of exit route from Administration open so that an alternative strategy can be adopted, should this prove more appropriate at the time

## **12. JOINT ADMINISTRATORS' PROPOSALS**

- 12 1 The Joint Administrators propose the following

- 12 1 1 That the Joint Administrators continue the Administration to deal with such outstanding matters in relation to the Company as the Joint Administrators consider necessary until such time as the Administration ceases to have effect
- 12 1 2 That the Joint Administrators do all such other things and generally exercise all of their powers as contained in Schedule 1 of the Act, as they, in their sole and absolute discretion consider desirable or expedient in order to achieve the purpose of the Administration
- 12 1 3 That the Joint Administrators seek an extension to the Administration period if deemed necessary.
- 12 1 4 That in the event that the Joint Administrators form the view that a distribution can be made to non-preferential unsecured creditors to take the necessary steps to put the Company into CVL It is proposed that the Joint Administrators, currently Matthew Peter Bond and Andrew Gordon Stoneman of MCR, would act as Joint Liquidators should the Company be placed into CVL In accordance with Paragraph 83(7) of Schedule B1 to the Act and Rule 2.117(3) of the Rules, creditors may nominate a different person as the proposed Liquidator, provided such nomination is made before these proposals are approved
- 12 1 5 That the Joint Administrators, in the event that they form the view that the exit options identified in proposal 12 1 4 above are inappropriate, then, in due course, take the necessary steps to give notice to the Registrar of Companies to the effect that the Company has no property which might permit a distribution to its creditors, at which stage the Administration will cease and the Company will subsequently be dissolved.
- 12 1 6 That the Joint Administrators be discharged from all liability pursuant to paragraph 98 of Schedule B1 to the Act, upon filing the end of the Administration or their appointment otherwise ceasing
- 12 1 7 That the Joint Administrators' remuneration, where no Creditors' Committee is established, be fixed by reference to the time properly incurred by them and their staff in attending matters during the Administration and that they be allowed to draw such remuneration as and when funds permit without further recourse to the creditors of the Company
- 12 1 8 That the Joint Administrators be authorised to draw Category 2 Disbursements in dealing with the Administration Category 2 Disbursements, if any
- 12 1 9 That in accordance with Paragraph 83(7) of Schedule B1 to the Act and Rule 2 117(3) of the Rules, creditors may nominate a different person as the proposed Liquidator, provided the nomination is received at this office prior to the approval of the revised proposals In the absence of such nomination, the Joint Administrators will be appointed Joint Liquidators



**13. OTHER MATTERS**

- 13.1 If any creditor has any information concerning the Company's affairs that they would like to bring to the Joint Administrators attention, then should be pleased to hear from them

If you require further information or assistance, please do not hesitate to contact my colleague Rebecca Briggs

For and on behalf of  
CCG Logistics (UK) Limited



**Matthew Peter Bond**  
Joint Administrator

Enc

*The affairs, business and property of the Company are being managed by the Joint Administrators Andrew Stoneman and Matt Bond who act as agents for the Company and without personal liability. Both are licensed by the IPA*



CORPORATE  
RESTRUCTURING

## **APPENDIX 1**



## STATUTORY INFORMATION

**Date of incorporation** 14 June 2006

**Registered number** 05846379

**Company director** Jamie Smithers  
3 Clifford Grove  
Ashford  
Middlesex  
TW15 2JS

**Shareholders** Christian Helms

**Trading address** Unit 9  
Haslemere Heathrow Est  
Silver Jubilee Way  
Hounslow  
Middlesex

<b>Registered Office</b>	<b>Current</b>	<b>Formerly</b>
	C/o 43-45 Portman Square London W1H 6LY	Unit 9 Haslemere Heathrow Estate Silver Jubilee Way Hounslow Middlesex





## Financial information

	Period Ended 31 December 2009 (Draft) £	Period Ended 31 December 2008 (Audited) £	Period Ended 31 December 2007 (Audited) £
Turnover	30,640,449	34,226,554	7,472,566
Cost of sales	<u>(30,030,795)</u>	<u>(32,692,757)</u>	<u>(7,149,197)</u>
Gross Profit	609,654	1,533,797	323,369
Administrative expenses	(1,725,916)	(1,384,743)	(691,786)
Operating (loss)/profit	(1,116,262)	149,054	(368,417)
Other provisions	<u>(105,399)</u> <u>(1,221,661)</u>	<u>-</u> 149,054	<u>-</u> (368,417)
Interest receivable	13,036	9,525	4,568
Interest payable and similar charges	<u>(119,980)</u>	<u>(206,682)</u>	<u>(27,060)</u>
Loss on ordinary activities before taxation	(1,328,605)	(48,103)	(390,909)
Tax on loss on ordinary activities	<u>(76,409)</u>	<u>(61,288)</u>	<u>(14,103)</u>
(Loss)/profit for the financial year	<u><u>(1,405,014)</u></u>	<u><u>13,185</u></u>	<u><u>(376,806)</u></u>



## **APPENDIX 2**



**CCG Logistics (UK) Limited (In Administration)**  
**Joint Administrators' Receipts and Payments Account**

<b>Statement of Affairs</b>		<b>22 March 2010 to 10 May 2010</b>
		<b>£</b>
<b>FIXED ASSET REALISATIONS</b>		<u>0</u>
		<b>0</b>
<b>COST OF REALISATIONS - FIXED</b>		<u>0</u>
		<b>0</b>
<b>FLOATING ASSET REALISATIONS</b>		
Plant & Machinery		7,000 00
Furniture & Equipment		3,150 00
Sundry Refunds		2,289 00
Cash at Bank		12,777 51
HM Revenue & Customs - Duty Refunds - 2 (see notes)		66,168 36
		<u><b>91,384.87</b></u>
<b>COST OF REALISATIONS - FLOATING</b>		
IT Consultancy Fees		746 90
Stationary & Postage		165 88
Storage Costs		3,120 25
Statutory Advertising		75 60
Rents Payable		2,398 24
Rates		1,242 40
Payroll Assistance		450 00
		<u><b>8,199.27</b></u>
<b>BALANCE OF THE ESTATE</b>		<u><u><b>83,185.60</b></u></u>
<b>REPRESENTED BY</b>		
VAT Receivable		1,079 40
Floating/Main Current Account		17,753 09
VAT Payable		(1,815 25)
Suspense Account - 2 (see notes)		66,168 36
		<u><u><b>83,185.60</b></u></u>

**NOTES**

- 1 A Statement of Affairs is yet to be received
- 2 The duty refunds are being held in suspense account whilst reconciliation is undertaken
- 3 Book debts are not an asset of the Company and are therefore not reflected on the R&P

### **APPENDIX 3**



**CCG Logistics (UK) Limited (In Administration)**  
**Trade Creditors**

Name	Address	£
A & L Cleaning Contractors	Hellerman House, Harris Way, Sunbury On Thames, Middx, TW16 8EW	0 00
Ace Waste	Neasden Goods Yard, Neasden Lane, London, NW10 2UG	141 00
ADT Fire and Security plc	PO BOX 352, Manchester, M16 9XY, Account no 41957517	940 00
Air Menzies International	5 The Enterprise Centre, Kelvin Lane, Crawley, West Sussex, RH10 9PT	0 00
Airline Handling Ltd	Unit 2, Cargo Services Centre, Bedford Lane, Staines, Middx, TW19 7NL	306 16
Alexander James & Co	Upper Deck, Admirals Quarters, Portsmouth Road, Thames Ditton, KT7 0XA	2,865 38
Alanca UK	Furness House, Furness Quay, Salford Quay, Manchester, M5 2XA	314 61
Allease Aylesbury	Allease House, Townsend Piece, Bicester Road, Aylesbury, Bucks, HP19 3BQ	445 00
Alpha Liner Agencies Ltd	18 The Capricorn Centre, Cranes Farm Road, Basildon, Essex	0 00
Altus Edwin Hill UK LLP	Newlands House, 40 Berners Street, London, W1T 3NA	6,515 40
APL	Neptune House, Clements Lane, Ilford, Essex, IG1 2QZ	0 00
Aqua Blue Cleaning and Support Services Limited	Whiteoaks, Banstead, Surrey, SM7 3SA	553 99
Arval UK Limited	Arval Centre, Windmill Hill, Swindon, SN5 6PE	0 00
ATL Haulage Contractors	East of London Logis Centre, Ferry Road, Tilbury, Essex, RM18 7NH	(38 08)
Baker Tyres	Glenville Farms, Thorpe Lea Road, Egham, Surrey, TW20 8HY	5,032 54
Belgian New Fruit Wharf NV	Haven Kaai 212, Rostockweg 1, 2030 Antwerpen, Belgie	52 88
Blue Cube Portable Cold Stores Limited	Suite 11, Building 2, Lakhpur Court, Staffordshire Tech Park, Beconside, Staffordshire,	0 00
BOC Ltd	Customer Services Centre, PO BOX 12, Priestley Road, Worsley, Manchester, M28 2UT	6,913 01
British Gas	PO Box 254, Camberley, Surrey, GU55 3WA	3,129 46
British International Freight Association	Redfern House, Browell Lane, Feltham, Middx, TW13 7EP	687 50
British Telecom	Guidion House, Harvest Crescent, Ancells Business Park, Fleet, Hants, GU51 2QP	62 33
Brixton PLC	50 Berkeley Street, London, W1J 8BX	36,733 73
Browns Chilled Distribution Limited	Bicker Bar, Bicker, Boston, Lincs, PE20 3AN	0 00
Browns Transport	Brunel Road, South Holland Ind Estate, Spalding, Lincs, PE11 3YY	1,462 53
BT Finance	2630 The Quadrant, Aztec West, Almondsbury, Bristol, BS32 4GQ, Agreement number	0 00
C R Cripps		(360 00)
CAB Services	50 Falkland Road, Evesham, Worcestershire, WR11 1XF	105 75
Calor Gas Ltd	Athena Drive, Tachbrook Park, Warwick, CV34 6RL	592 16
Cardinal Maritime	Leestone Road, Sharston Industrial Estate, Sharsoor, Manchester, M22 3RB	130 60

**CCG Logistics (UK) Limited (In Administration)**  
**Trade Creditors**

Name	Address	£
Cargo Terminal Heathrow Airport	Hounslow, Middx, TW6 3UA	(369 00)
Cargoflora Ltd	Unit 1, Swallowfield Way, Hayes, Middlesex, UB3 1DQ	173 71
Carr Road Distribution Ltd	Office No 22, Trelawny House, The Dock, Felixstowe, Suffolk, IP11 3GA	152 75
CASS		18,618 95
CCG Holding AG, HRB 22842	Contrescarpe 52, 28195, Bremen, Germany	0 00
CCG Logistics	Jogchem v/d Houtweg 2 Sectie 5, 2678 AG De Lier, PO Box 132, Holland	5,811 59
CCG Verwaltungs GMBH	Contrescarpe 52, 28195, Bremen, Germany	0 00
China Shipping Agency	China Shipping House, Walton Avenue, Felixstowe, Suffolk, IP11 3HG	(80 00)
Circle Express	Unit C, Axis Park, Hurricane Way, Langley, Berks, SL3 8AG	445 33
City Of London	Environmental Services, PO Box 270, Gidhall, London, EC2P 2EJ, Ref ORG/T/272/10	589 79
Citytalk Communications	Unit 22, Anglo Business Park, Smeaton Close, Aylesbury, Bucks, HP19 2EJ	35 26
Cma Cgm (UK)	The Port of Liverpool Bldg, Pier Head, Liverpool, L3 1BY	317 58
Coface UK Services Ltd	Egale 1, 80 Albans Road, Watford, Herts, WD17 1RP	23 00
Community Network Services	204/207 Western Docks, Southampton, Hampshire, SO15 1DA	21,186 44
Connections Courier Services Ltd	Connections House, Unit 8 Penton Hook Manna, Staines Road, Chertsey, Surrey, KT6 8PY	1,106 85
Cory Logistics	Felixstowe, Suffolk, IP11 2QX	(90 00)
Cosco (UK) Ltd	Unit C, 2 Zenith Industrial Estate, Paycocke Road, Basildon	(645 00)
D Perfect & Sons	Motherwell Way, West Thurrock, Essex, RM20 3XD	493 50
D A K International Limited	Unit 9, Haslemere Heathrow Estate, The Parkway, Hounslow, Middlesex, TW4 6NF	0 00
Damco	Unit 4, Planet Centre Armadale Road, Feltham, Middlesex, TW14 0LW	(24 85)
DAP (UK)	Vetco Fray Building, Gapton Hall Ind Est, Gapton Hall Road, Great Yarmouth, NR31 0NL	216 50
Datasharp Independent Solutions	The Old Stock Yard, Farleigh Road, Cliddesden, Basingsstoke, Hants, RG25 2JS	603 98
Deka Transport Ltd	Gate C, Rushenden Road, Queensborough, Sheppy, Kent, ME11 5HS	22,113 51
Delta Vehicle Hire Ltd	Insolvency Department, Norflex House, 20 Allington Way, Darlington, Co Durham, DL1	671 16
DHL	178-188 Great South West Road, Hounslow, Middlesex, TW4 6JS	(270 85)

**CCG Logistics (UK) Limited (In Administration)**  
**Trade Creditors**

Name	Address	£
Dunwoody Airline Services	Regus House, Herald Way, Pegasus Business Park, Castle Donnington, DE74 2TZ	11 98
Engineering Support Services	Building 550, Shoreham Road East	502 78
Evergreen	Trafalgar House, Greenville Place, London, NW7 3SA	0 00
EWI Dartford Ltd	Fruit Distribution Depot, Darenth Hill, Nr Dartford, Kent, DA2 7QY	9,316 83
Express Freight Services Ltd	Armada House, Tilbury Freeport, Tilbury, Essex, RM18 7ET	599 99
Fallow International Freight Ltd	Unit 6, Redwing Court, Ashton Road, Romford, Essex, RM3 8UD	180 41
Food Standards Data Services	10 High Street Place, Wellingborough, Northamptonshire, NN8 4HP	470 00
Fowler Welch Coolchain Ltd	West Marsh Road, Spalding, Lincs, PE11 2BB	1,189 86
Front Runner Logistics	9 Boeing Way, Int'l Trading Estate, Brent Ford, Southall, Middx	295 98
George Hammond PLC	Aycliffe Business Centre, Archcliffe Road, Dover, Kent, CT17 9EL	983 16
H M Revenue & Customs	Insolvency Operations, Queens Dock, Liverpool, Merseyside, L74 4AF	0 00
Hamburg Sud UK Branch	Furness House, Furness Quay, Salford Quay, Manchester, M5 2XA	14,795 31
Hapag Lloyd (UK) Ltd	Hapag Lloyd House, Cambridge Road, Barking, Essex, IG11 8HH	2,941 93
Harbour Shipping	East Camber Office Bldg, Eastern Docks, Dover, Kent, CT16 1JA	799 10
Heathrow Cargo Handling	Building 558, Shoreham Road West, Heathrow Airport, Middlesex, TW8 3RN	867 01
Heathrow Rent a Truck	Unit 4 Falcon Way, Off Central Way, North Feltham Trading Est, Feltham, TW14 0UQ	1,015 20
HM Revenue & Customs	VAT Local Office	0 00
HM Revenue & Customs	Enforcement & Insolvency Service, Durrington Bdg House, Worthing, West Sussex,	0 00
HM Revenue & Customs	PAYE/NIC Local Office	0 00
Holmwood International Shipping	Suite 1 Building 104, Sheerness Dock, Sheerness, Kent, ME12 1RS	513 61
Home Engall & Freeman	47A Hight Street, Egham, Surrey, TW20 9ES	(5 00)
HPL Kensington Ltd	Lakeside Industrial Estate, Colnbrook by passage, Slough, Berkshire, SL3 0EG	(254 54)
Hyundai Merchant Marine Ltd	4th Floor, City Reach, 5 Greenwich View Place, Millharbour, E14 9NN	(70 00)
IDS Transport UK Limited	Unit 32, 2 Shires Park, Weston Road, Honeybourne, Evesham, Worstershire, WR11 7QF	0 00
IDS Transport(UK) Ltd	Unit 32, Two Shires Park, Weston Park Honeybourne, Evesham, Worcs, WR11 7QF	465 30
Imorex Shipping Services Ltd	Dooley Road, Felixstowe, IP11 3HQ	572 24

**CCG Logistics (UK) Limited (In Administration)**  
**Trade Creditors**

Name	Address	£
Impatex Computer Systems Ltd	The Barn, Old Romsey Road, Cadnam, Southampton, SO40 2NP	650 00
Indepent Maritime Agencies Ltd	Walton Avenue, Felixstowe, Suffolk, IP11 3HE	(3,728 43)
Industrial Door Systems Ltd	Mark Road, Hemel Hempstead, Herts, HP2 7DN	2,464 33
Investec Asset Finance	C/o RSM Tenon Recovery, Salisbury House, 31 Finsbury Circus, London, EC2M 5SQ	0 00
J L Wilson Ltd	5 Laurel Ave, Englefield Road, Egham, Surrey, TW20 0QD	14,570 00
Jamie Smithers	3 Clifford Grove, Ashford, Middx, TW15 2TS	0 35
JMD Haulage Contractors	Regent Road, Bettle, Merseyside, L20 1BL	1,840 00
Jupiter Marketing Ltd	Suite 2, Nova House, Audley Ave Enterprise Park, Newport, Shropshire, TF10 7DW	560 00
K Line (Europe) Ltd	5th Floor, River Plate House, 7-11 Finsbury Circus, EC2M 7EA	(60 00)
Kuehne & Nagel Ltd	Florence Way, Rockingham Road, Uxbridge, Middlesex, UB8 2LS	(560 00)
Lakethorne Group	Unit 5 & 6, Geness Business Park, Whitby Ave Park Royal, London, NW10 7SE	928 69
LCL (UK) Ltd	Rooms 227/235, Lord Warden House, Lord Warden Square, Dover, Kent, CT17 9EQ	180 00
Lektro Mechanical Handling Ltd	Rear of Shear House, Petersfield Ave, Slough, Berks, SL2 5DY	1,001 45
Logistics Planning Services Ltd	3 Langer Road, Felixstowe, Suffolk, IP11 2AP	13,148 25
London Borough Of Hillingdon	Civic Centre, High Street, Uxbridge, Middlesex, UB8 1UW	(50 00)
London Borough Of Hounslow	Hounslow Revenue Services, PO BOX 355, Hounslow, Middx, TW3 4PJ	141 00
M J Griffiths Transport Ltd	Tollgate Crescent Burscough, Burscough Industrial Estate, Ormskirk, Lancashire	(38 43)
Maersk Line	Maersk House, Parker Avenue, Felixstowe, Suffolk, IP11 4BB	250,012 64
Maritime Cargo Processing PLC	The Chapel, Maybush Lane, Felixstowe, IP11 7LL	1,318 61
Maritime Transport Services Ltd	Tomline House, The Dock, Felixstowe, Suffolk, IP11 3SY	1,611 36
MEC Trading Co	14 Summit Business Park, Felixstowe, Suffolk, IP11 2JB	28,621 17
Mediterranean Shipping	German Parent Company honoured garentee and paid back outstanding amount owed do	50,513 66
Medway Ports	Maritime Centre, Port Of Liverpool, Liverpool, L21 1LA	5,652 29
Mega Pak Ltd	Unit 12, Barbury Avenue, Slough, Berkshire, SL1 4LH	(41.63)
Menzies World Cargo	Unit 5, The Enterprise Centre, Kelvin Lane, Crawley, W Sussex, RH10 9PT	16,887 07
Misc Agencies (UK )	Quayside House, 13 Town Quay Wharf, Abbey Road, Barking, Essex, IG11 7A	261 50
MOL (Europe)	Enterprise House, Ocean Way, Ocean Village, Southampton, Hampshire, SO14 3X	167,361 85
Nathan Print	PO Box 141, Walton on Thames, Surrey, KT12 2RX	866 09



**CCG Logistics (UK) Limited (In Administration)**  
**Trade Creditors**

Name	Address	£
Next Vehicles	Next House, High Street, Bramley, Guildford, Surrey, GU5 0HS	1,966 53
Nicesheriffs	173/175 Cleaveland Road, London, W1T 6QR	0 00
NYK Group Europe Ltd	Mountbatten House, Grosvenor Square, Southampton, Hants, SO15 2JU	28 00
NYKCoolAB	Box 4315, SE 102 67, Stockholm, Sweden	(441 00)
O2 (UK) Ltd	Wellington Street, Slough, Berkshire, SL1 1YP	(23 66)
OOCL (UK) Ltd	OOCL House, Bridge Road, Ipswich, Suffolk, IP10 0NE	(801 00)
PC World	Marylands Avenue, Hemel Hempstead, Herts, HP2 7TG	49 99
Pershable Movement Ltd	Unit 4 Skyport Heathrow, Armadale Road, Feltham, TW14 0LW	(46 00)
Philson Haulage (Southern) Ltd	Groves Farm, Colworth, Chichester, PO20 6DX	425 12
PHS Washrooms	Western Indust Estate, Caerphilly, CF83 1XH	115 03
Pitney Bowes	Elizabeth Way, Harlow, Essex, CM19 5BD	5 99
Plane Handling Ltd	West Point, Unit 1/2, Northumberland Close, Stanwell, Staines, TW19 7LN	5,875 16
Port Of Felixstowe	Tomline House, The Dock, Felixstowe, Suffolk, IP11 3SY	12,133 20
Port of Sheerness	Maritime Centre, Port of Liverpool, L21 1CA	0 00
Prodne Personnel Ltd	13 Feltham Road, Ashford, Middlesex, TW15 1DQ	1,934 06
Quickfold Business Solutions	Cedar House, Hilbottom Road, High Wycombe, HP12 4HJ	171 15
Rentokil Pest Control	Unit 2/3 Wendle Court, 131/7 Wandsworth Road, London, SW8 2LH	353 58
Safmarine UK Ltd	Braham Street, London, E1 8EP	108,509 72
Sea Transport Ltd	25 Bluestern Road, Burtonhead Road, St Helens, Merseyside, WA9 5EA	423 00
Seahawk Marine Foods Ltd	Broadleigh House, Woodmarsh, North Bradley, Towbridge, Wilts, BA14 0SA	126 11
Section 5		204 21
Servisair Cargo	Servisair House, Hampton Court, Manor Park, Runcorn, Cheshire, WA7 1TT	5,118 37
Simply Cooling	14 Katherine's Court, Amptill, Beds, MK45 2LT	1,006 42
Southampton City Council	Civic Centre, Southampton, Hampshire, SO14 7LY	0 04
Southampton Container Terminals Limited T/A D	204/207 Western Docks, Southampton, Hampshire, SO15 1DA	323 40
St Marks Freight Services Ltd	Unit7/8 Market Trading Estate, Christopher Road, Southall, Middx, UB2 5YG	172 80
Stanwell Transport Services Ltd	321c Bedford Lane, Feltham, Middx, TW14 9SB	3,267 56
Stuart Lyons (Haulage ) Ltd	Windroos Nursery, Worthing Road, Littlehampton, W Sussex, BN17 6LY	2,203 13
Suffolk Coastal District Council	Melton Hill, Woodbridge, IP12 1AU	(3,428 19)

**CCG Logistics (UK) Limited (In Administration)**  
**Trade Creditors**

<b>Name</b>	<b>Address</b>	<b>£</b>
Swissport Cargo Services	Bedfont Road, London Heathrow Airport, Staines, Middx, TW19 7NL	28,227 78
Synergraphics Ltd	Unit2, The Griffin Centre, Staines Road, Feltham, Middx, TW14 0HS	10 22
Terrazza Restaurant	45 Church Road, Ashford, Middlesex, TW15 2TY	275 70
Turners (Soham ) Ltd	Fordham Road, Newmarket, CB8 7NR	63,226 74
UK Packaging Supplies Ltd	100 Brantwood Road, Tottonham, London, N17 0XY	640 85
Unsworth Global Logistics	3 Lemna Road, Leytonstone, London, E11 1JL	(205 00)
UPS Limited	UPS House, Forest Road, Feltham, Middx, TW13 7DY	253 63
Valstar	ABC Westland 110, 2685 DB Poerdijk, Holland	110 00
Viridor	Trafford Wharf Road, Trafford Park, Manchester, Lancashire, M17 1BS	(250 12)
Vogt & Maguire (CSAV)	Suite 10, Orwell House, Ferry Lane, Felixstowe, Suffolk, IP11 3Q	38,261 03
Water Bearers	Gibbs House, Kennel Ride, Ascot, SL5 7NT	106 34
World Freight Consultants Ltd	Tenants Row, Tilbury Freeport, Tilbury, Essex, RM18 7JD	11,027 13
Worldwide Flight Services	Unit 3, Donington Mill, Station Road, Castle Donnington, DE74 2NJ	26,640 56
Yang Ming (UK) Limited	2nd Floor, Valentines House, 51-69 Ilford Hill, IG1 2DG	0 00
Yang Ming Line	Imm NO1 Building, Parker Ave, Felixstowe, Suffolk, IP11 4A	171 00
Yara Industrial	Immingham Dock, Immingham, N E Lincs, DN40 2NS	109 86
Zim UK Ltd	Room 249 India Building, Water Street, Merseyside, Liverpool, L2 0QD	(2,290 15)
<b>TOTAL</b>		<b>1,033,024.46</b>

**CCG Logistics (UK) Limited (In Administration)**  
**Banks**

<b>Name</b>	<b>Address</b>	<b>£</b>
Eurofactor (UK) Limited	Bellerve House, 3 Muirfield Crescent, Docklands, London, E14 9S	855,849
Barclays Bank plc	Cardinal Point, Newall Road, Heathrow Airport, Hounslow, TW6 2AH	0 00
<b>TOTAL</b>		<b>855,849</b>

# CCG LOGISTICS (UK) LIMITED

## BALANCE SHEET

31 DECEMBER 2009

	Note	2009 £	£	2008 £	£
<b>FIXED ASSETS</b>					
Tangible assets	8		194,473		261,353
<b>CURRENT ASSETS</b>					
Debtors	9	3,211,942		3,266,437	
Cash at bank and in hand		119,535		300,372	
		<u>3,331,477</u>		<u>3,566,809</u>	
<b>CREDITORS Amounts falling due within one year</b>	11	<u>3,385,613</u>		<u>3,581,620</u>	
<b>NET CURRENT LIABILITIES</b>			(54,136)		(14,811)
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			140,337		246,542
<b>CREDITORS Amounts falling due after more than one year</b>	12		1,803,572		610,162
<b>PROVISIONS FOR LIABILITIES</b>					
Other provisions	14		105,399		—
			<u>(1,768,634)</u>		<u>(363,620)</u>
<b>CAPITAL AND RESERVES</b>					
Called-up equity share capital	18		1		1
Profit and loss account	19		(1,768,635)		(363,621)
<b>DEFICIT</b>	20		<u>(1,768,634)</u>		<u>(363,620)</u>

These financial statements were approved and signed by the director and authorised for issue on

J C Smithers

Company Registration Number 05846379

The notes on pages 8 to 14 form part of these financial statements

## **APPENDIX 4**



## CCG Logistics (UK) Limited (In Administration)

Analysis of Joint Administrators' time costs for the period 22 March 2010 to 7 May 2010

Classification of Work Function	Hours					Total Hours	Time Cost	Av hourly Rate
	Partner	Manager	Senior	Assistant	Support			
<b>Administration and Planning</b>							£	£
Strategy planning & control	6 00	11 40	11 50	42 00		70 90	14,305 50	201 77
Statutory matters (Meetings Reports and Notices)	0 60	1 10	6 00			7 70	2 277 50	295 78
Case review and Case Diary management		1 40		10 00		11 40	1,497 00	131 32
Dealings with Directors and Management		1 20	3 10	0 70		5 00	1,356 00	271 20
Cashiering & accounting	0 20	0 90	1 60	2 30		5 00	1 071 00	214 20
Financial review and investigations (S238/239 etc)		0 70				0 70	248 50	355 00
Tax Compliance/Planning		0 20				0 20	71 00	355 00
Insurance				0 30		0 30	30 00	100 00
<b>Investigations</b>								
<b>Realisation of Assets</b>								
Book debts	2 30	3 10	16 80			22 20	6 691 00	301 40
Freehold and Leasehold Property	0 50	0 40	7 20			8 10	2,297 50	283 64
Other Tangible Assets			8 20			8 20	2 173 00	265 00
Hire Purchase and Lease Assets		0 10		8 00		8 10	835 50	103 15
Sale of business		0 10	1 20	4 00		5 30	753 50	142 17
Pre-Appointment Tax Reclaims	0 20		0 60			0 80	258 00	322 50
Other Intangible Assets			0 90			0 90	238 50	265 00
<b>Trading</b>								
Trading Operations	0 90	1 10	4 10			6 10	1,922 50	315 16
Trading Employees		0 30	5 30			5 60	1 511 00	269 82
Trading Accounting		0 10				0 10	35 50	355 00
<b>Creditors</b>								
Secured Creditors	3 50	4 30	4 50			12 30	4 451 50	361 91
Non Pref Creditors/Employee claims handling	0 40			12 80		13 20	1 478 00	111 97
Communications with Creditors/Employees	1 70	0 40	0 70			2 80	1,169 00	417 50
Non Pref Creditor claims adjudication and distribution				1 10		1 10	110 00	100 00
Pref claims adjudication and distribution		0 10				0 10	35 50	355 00
<b>Case Specific Matters</b>	0 10					0 10	49 50	495 00
<b>Total Hours</b>	<b>16 40</b>	<b>26 90</b>	<b>71 70</b>	<b>61 20</b>	<b>0 00</b>	<b>196 20</b>		<b>228 67</b>
<b>Total Fees Claimed (£)</b>	<b>8,118 00</b>	<b>9,557 50</b>	<b>18,982 50</b>	<b>8,208 00</b>	<b>0 00</b>		<b>44,866 00</b>	

### Category 2 Disbursements

There are no category 2 disbursements for this case to date

## APPENDIX 5



## Rule 2.35

**Notice of a meeting of creditors**

Name of Company CCG Logistics (UK) Limited	Company number 05846379
In the High Court of Justice Chancery Division Companies Court London (full name of court)	Court case number  2479 of 2010

(a) Insert full name(s) and address(es) of administrator(s)

Notice is hereby given by (a) Matthew Peter Bond and Andrew Gordon Stoneman of 43 – 45 Portman Square, London, W1H 6LY

(b) Insert full name and address of registered office of the company

That a meeting of creditors of (b) CCG Logistics (UK) Limited of 43-45 Portman Square, London, W1H 6LY

(c) Insert details of place of meeting

Is to be held at (c) 43-45 Portman Square, London, W1H 6LY

(d) Insert date and time of meeting

on (d) 27 May 2010 at 11 00am

\*Delete as applicable

The meeting is

(1) an initial creditors' meeting under paragraph 51 of Schedule B1 to the Insolvency Act 1986 ("the Act"),

I invite you to attend the above meeting

A proxy form is enclosed which should be completed and returned to me by the date of the meeting if you cannot attend and wish to be represented

In order to be entitled to vote under Rule 2.38 at the meeting you must give to me, not later than 12 00 hours on the business day before the day fixed for the meeting, details in writing of your claim

\*Delete as applicable

Signed

Joint Administrator

Dated

11<sup>th</sup> May 2010

A copy of the proposals is attached

## **APPENDIX 6**





**Proof of Debt – General Form**

<b>CCG Logistics (UK) Limited (In Administration)</b>		
Date of administration 22/03/2010		
1	Name of creditor (If a company please also give company registration number)	
2	Address of creditor for correspondence	
3	Total amount of claim, including any Value Added Tax and outstanding uncapitalised interest as at the date the company went into administration	
4	Details of any documents by reference to which the debt can be substantiated (Note There is no need to attach them now but the administrator may call for any document or evidence to substantiate the claim at his discretion as may the chairman or convenor of any meeting)	
5	If amount in 3 above includes outstanding uncapitalised interest please state amount	£
6	Particulars of how and when debt incurred (If you need more space append a continuation sheet to this form)	
7	Particulars of any security held, the value of the security, and the date it was given	
8	Particulars of any reservation of title claimed in respect of goods supplied to which the claim relates	
9	Signature of creditor or person authorised to act on his behalf _____	
	Name in BLOCK LETTERS _____	
	Position with or in relation to creditor _____	
	Address of person signing (if different from 2 above) _____	
<b>For Administrators' Use only</b>		
Admitted to vote for		Admitted for dividend for
£		£
Date		Date
Administrator		Administrator

## Proxy (Administration)

## CCG Logistics (UK) Limited

Name of Creditor \_\_\_\_\_

Address \_\_\_\_\_

Name of Proxy Holder

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

Please insert name of person (who must be 18 or over) or the Chairman of the Meeting. 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.

I appoint the above person to be my/the creditor's proxy holder at the meeting of creditors to be held on 27 May 2010 at 11 00am, 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

\*Please delete as appropriate

1 That the Joint Administrators' proposals as circulated are accepted

**\*For/Against**

\* Please delete as applicable

2 That a creditors' committee be established and I nominate \_\_\_\_\_ as a member of the creditors' committee

This form must be signed

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

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

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

Position with creditor or relationship to creditor or other authority for signature

\_\_\_\_\_  
\_\_\_\_\_

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

In the case of a corporate creditor, people able to sign include directors. Others signing on behalf of the Company must enclose specific resolutions from the Company authorising same.