

LIQ03

Notice of progress report in voluntary winding up



Companies House

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 0 7 5 4 7 2 2 8

Company name in full Danario Ltd

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2 Liquidator's name

Full forename(s) Matthew

Surname Dix

3 Liquidator's address

Building name/number 1st Floor

Street Consort House

Post town Waterdale

County/Region Doncaster

Postcode D N 1 3 H R

Country

4 Liquidator's name ①

Full forename(s) Ian Michael

Surname Rose

① Other liquidator

Use this section to tell us about
another liquidator.

5 Liquidator's address ②

Building name/number 1st Floor

Street Consort House

Post town Waterdale

County/Region Doncaster

Postcode D N 1 3 H R

Country

② Other liquidator

Use this section to tell us about
another liquidator.

LIQ03

Notice of progress report in voluntary winding up

6 Period of progress report

From date	^d 2	^d 3	^m 0	^m 4	^y 2	^y 0	^y 2	^y 0
To date	^d 2	^d 2	^m 0	^m 4	^y 2	^y 0	^y 2	^y 1

7 Progress report

☒ The progress report is attached

8 Sign and date

Liquidator's signature

Signature

X 

X

Signature date

^d 1	^d 6	^m 0	^m 6	^y 2	^y 0	^y 2	^y 1
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**Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name	Jack Barker
Company name	Wilkin Chapman Business Solutions Limited
Address	1st Floor Consort House
Post town	Waterdale
County/Region	Doncaster
Postcode	D N 1 3 H R
Country	
DX	
Telephone	01302 342875

**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.

**Important information**

All information on this form will appear on the public record.

**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

**Further information**

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

Danario Ltd
(In Liquidation)
Joint Liquidators' Summary of Receipts & Payments

Statement of Affairs £		From 23/04/2020 To 22/04/2021 £	From 23/04/2018 To 22/04/2021 £
	ASSET REALISATIONS		
Uncertain	Cash at Bank	NIL	521.23
Uncertain	O/D Director's Loan Account (CWPL)	NIL	NIL
		NIL	521.23
	OTHER REALISATIONS		
	Bank interest, gross	11.43	47.22
	Contribution to Costs	NIL	5,200.00
		11.43	5,247.22
	COST OF REALISATIONS		
	Legal fees	NIL	110.00
	Preparation of Statement of affairs	NIL	1,600.00
	Statutory advertising	NIL	150.20
		NIL	(1,860.20)
	UNSECURED CREDITORS		
(80,839.84)	HM Revenue & Customs	NIL	NIL
(330.00)	Trade & Expense Creditor	NIL	NIL
		NIL	NIL
	DISTRIBUTIONS		
(4.00)	Ordinary Shareholders	NIL	NIL
		NIL	NIL
(81,173.84)		11.43	3,908.25
	REPRESENTED BY		
	Estate Account		3,908.25
			3,908.25

Danario Ltd
(In Liquidation)
Supplementary Information

Registered Office / Home Address
C/o Silke & Co Ltd 1st Floor
Consort House
Waterdale
Doncaster
DN1 3HR

Registered Number
07547228

Appointment Details
First Partner - Matthew Dix
1st Floor, Consort House, Waterdale, Doncaster, DN1 3HR
Appointment Date - 19/03/2021

Second Partner - Ian Michael Rose
1st Floor, Consort House, Waterdale, Doncaster, DN1 3HR
Appointment Date - 23/04/2018

Changes to Office Holders
On 19 March 2021 Karen Tracy Potts was replaced by Matthew Dix of this firm, as Joint Liquidator, following an order of the High Court in proceedings entitled CR-2021-000463.
Additional Information

Dividends / Distributions / Consigned Funds : E = Equalising

Dividend Type	Date	Admitted	Number	Paid	p in £
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No Dividends Paid

Unrealisable Assets

None

Details of Basis of Remuneration

No Approval

Statement of Remuneration / Expenses
For period 23/04/2020 to 22/04/2021

Account	Incurring In Period	Accrued In Period For Last Period	Accrued In Period	Total In Period
	0.00	0.00	0.00	0.00

Statement on Fee / Expenses Estimates

ANNUAL PROGRESS REPORT

DANARIO LTD (IN LIQUIDATION)

Content

- Executive Summary
- Administration and Planning
- Enquiries and Investigations
- Realisation of Assets
- Creditors
- Ethics
- Fees and Expenses
- Creditors' Rights
- Conclusion

Appendices

- Appendix I - Statutory Information
- Appendix II – Receipts and Payments Account for the period 23 April 2020 to 22 April 2021
- Appendix III - Estimated Outcome Statement
- Appendix IV - Detailed list of work undertaken in the period
- Appendix V - Time Cost information for period 23 April 2020 to 22 April 2021 & cumulative for full period
- Appendix VI - Time Costs summary for period and cumulative
- Appendix VII - Expenses Summary for period, cumulative & comparison with estimate
- Appendix VIII – Full Charge Out and Expenses Summary

EXECUTIVE SUMMARY

This is the Joint Liquidators third annual report upon this matter. This report should be read in conjunction with the report on the outcome of the decision and subsequent annual reports.

A summary of key information in this report is detailed below.

Assets

Asset	Estimated to realise per Statement of Affairs	Realisations to date	Anticipated future realisations	Total anticipated realisations
O/D Director's Loan Account	Uncertain	Nil	Nil	Nil
Cash at Bank	Uncertain	£521.23	Nil	£521.23
Contribution to Costs	N/A	£5,200.00	Nil	£5,200.00

Expenses

Expense	Amount fees per and expenses estimates	Expense incurred to date	Anticipated further expense to closure	Total anticipated expense
Joint Liquidators' fees	£28,000.00	Nil	Nil	Nil
Bonding	£60.00	£60.00	Nil	£60.00
Petition Fees	£920.00	£920.00	Nil	£920.00
Legal Costs	£110.00	£110.00	Nil	£110.00
Advertising	£150.20	£150.20	Nil	£150.20
AML Searches	£2.80	£2.80	Nil	Nil
Postage	£10.82	£16.85	£5.00	£21.85

Dividend prospects

Creditor class	Distribution / dividend paid to date	Anticipated distribution / dividend, based upon the above
Secured creditor	N/A	N/A
Preferential creditors	N/A	N/A
Secondary Preferential creditors	N/A	N/A
Unsecured creditors	Nil	£2,911.40

Closure

Based on current information, it is anticipated that the liquidation will be concluded within the next six months.

ADMINISTRATION AND PLANNING

Statutory information

Statutory information may be found at Appendix I.

The Joint Liquidators are required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to high professional standards. A detailed list of these tasks may be found in Appendix IV.

The Joint Liquidators have met their statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated.

During the Review Period, the following key documents have been issued:

- The Joint Liquidators fee remuneration schedule.

Other administration tasks

During the Review Period, the following material tasks in this category were carried out:

- Case reviews.

ENQUIRIES AND INVESTIGATIONS

As previously reported, the Joint Liquidators have concluded their investigations.

REALISATION OF ASSETS

As previously reported, the sum of £521.23 has been received in respect of the cash at bank.

The sum of £5,200.00 has been paid by the director, as agreed by the Joint Liquidators.

The overdrawn Director's Loan Account was written off as uneconomical to pursue as the director had no assets and was relying on income support from friends as family, as well as living overseas.

CREDITORS

Irrespective of whether sufficient realisations would be achieved to pay a dividend to creditors, the Joint Liquidators have had to carry out key tasks which are detailed in the list at Appendix IV. The following sections explain the anticipated outcomes to creditors and any distributions paid.

Secured creditors

The Company has not granted any charges over its assets.

Preferential creditors

There were no preferential creditors in the liquidation.

Unsecured creditors

HMRC was shown to be owed £80,839.84. A claim of £88,476.16 has been received in respect of its unsecured liability.

The trade and expense creditors as per the statement of affairs totalled £330.00 and a claim form has been received in respect of this claim.

Dividend prospects

It is anticipated that a 4.32p in the £ distribution will be made to unsecured creditors.

Where a floating charge is created after 15 September 2003 a prescribed part of the company's net property shall be made available to unsecured creditors.

The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part in this Liquidation.

ETHICS

Please also be advised that the Joint Liquidators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment.

General ethical considerations

During the Review Period, no new threats to compliance with the Code of Ethics have been identified and the safeguards put in place to mitigate threats previously identified have been reviewed and they are effectively managing those threats.

Specialist Advice and Services

When instructing third parties to provide specialist advice and services or having the specialist services provided by the firm, the Joint Liquidators are obligated to ensure that such advice or work is warranted and that the advice or work contracted reflects the best value and service for the work undertaken. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment.

FEES AND EXPENSES

Pre-Appointment Costs

A Statement of Affairs fee of £5,000.00 was part paid pre-appointment in the sum of £1,600.00 plus VAT. The remaining balance of £3,400.00 plus VAT was to be approved by creditors on in accordance with the following resolution:

'That the remaining sum of £3,400.00 plus VAT be drawn in respect of the Statement of Affairs.'

No authority has been received from creditors in respect of the above.

The Joint Liquidators' fees

It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a senior manager or director.

The Joint Liquidators' remuneration was to be based on hourly costs at scale rates calculated on the time properly spent in the course of the liquidation and was to be approved by creditors on in accordance with the following resolution:

'That the Joint Liquidators' fees be fixed by reference to the time given by them and their staff in attending to matters arising the liquidation, such time to be charged at the hourly charge out rate of

the grade of staff undertaking the work at the time it was undertaken. The estimated Joint Liquidators' fees be capped at £28,000.00.'

No authority was received from creditors in respect of the above.

The total time costs during the period of appointment amount to £24,445.25 representing 130.84 hours at an average hourly rate of £186.83 and a comparison between the original estimate and time costs to date is given at Appendix VI.

As no authority for the Joint Liquidators remuneration was received, despite numerous requests, no fees have been drawn and all time costs, including future costs incurred in dealing with the conclusion of the liquidation, will be written off.

Expenses

An amended Statement of Insolvency Practice (SIP), SIP 9, was issued on 1 April 2021. The amended SIP 9 has changed some of the terminology and introduced additional disclosure requirements. The information below may therefore not reflect the information previously provided.

The expenses, which include disbursements, that have been incurred and not yet paid during the period are detailed on Appendix VII. Also included in Appendix VII is a comparison of the expenses likely to be incurred in the Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

No category 1 expenses were paid for in the period 23 April 2020 to 22 April 2021 as detailed at Appendix II.

No authority has been received to draw category 2 expenses, therefore none have been drawn.

Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and expenses policy may be found at www.wilkinchapman.co.uk/business-solutions. A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

CREDITORS' RIGHTS

An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Joint Liquidators remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Joint Liquidators fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

CONCLUSION

The administration of the case will be continuing to finalise the following outstanding matters that are preventing this case from being closed:

ANNUAL PROGRESS REPORT OF DANARIO LTD (IN LIQUIDATION)

The Joint Liquidators are paying a first and final dividend to unsecured creditors. Once this has been distributed, the case will be passed for closure.

If you require any further information, please contact this office.

Signed 

Matthew Dix
Joint Liquidator
16 June 2021

Appendix I

Statutory Information

Company Name	Danario Ltd
Former Trading Name	N/A
Company Number	07547228
Registered Office	C/o Silke & Co Ltd, 1st Floor, Consort House, Waterdale, Doncaster, DN1 3HR
Former Registered Office	9 Perseverance Works, Kingsland Road, London, E2 8DD
Office holders	Matthew Dix and Ian Michael Rose
Office holders' address	Silke & Co Limited, 1st Floor, Consort House, Waterdale, Doncaster, DN1 3HR
Date of appointment	23 April 2018
Change in office holder:	On 19 March 2021 Karen Tracy Potts was replaced by Matthew Dix of this firm, as Joint Liquidator, following an order of the High Court in proceedings entitled CR-2021-000463

Appendix II

Receipts and Payments account for the period 23 April 2020 to 22 April 2021

Danario Ltd
(In Liquidation)
JOINT LIQUIDATORS' RECEIPTS AND PAYMENTS ACCOUNT

	Statement of affairs £	From 23/04/2020 To 22/04/2021 £	From 23/04/2018 To 22/04/2021 £
RECEIPTS			
O/D Director's Loan Account (CWPL)	Uncertain	0.00	0.00
Cash at Bank	Uncertain	0.00	521.23
Bank interest, gross		11.43	47.22
Contribution to Costs		0.00	5,200.00
		<u>11.43</u>	<u>5,768.45</u>
PAYMENTS			
Preparation of Statement of affairs		0.00	1,600.00
Legal fees		0.00	110.00
Statutory advertising		0.00	150.20
Trade & Expense Creditor	(330.00)	0.00	0.00
HM Revenue & Customs	(80,839.84)	0.00	0.00
Ordinary Shareholders	(4.00)	0.00	0.00
		<u>0.00</u>	<u>1,860.20</u>
Net Receipts/(Payments)		<u>11.43</u>	<u>3,908.25</u>
MADE UP AS FOLLOWS			
Estate Account		11.43	3,908.25
		<u>11.43</u>	<u>3,908.25</u>

Appendix III

Estimated Outcome Statement

ESTIMATED OUTCOME STATEMENT

DANARIO LTD - IN LIQUIDATION

Notes	£	£
ASSETS NOT SPECIFICALLY PLEDGED		
Cash at Bank	521	
Overdrawn Director's Loan Account/Other Asset	Nil	
Contribution to Costs	5,200	
Total Assets Not Specifically Pledged		5,721
ESTIMATED COSTS		
Petition Costs	(920)	
Statement of Affairs Fee	(1,600)	
Bonding	(60)	
Legal Costs	(110)	
Advertising	(150)	
AML Searches	(3)	
Postage	(17)	
Total Costs		(2,860)
Total Assets Available to Preferential Creditors		2,861
PREFERENTIAL CREDITORS		
Employee Claims (Arrears of Pay & Holiday Pay)		0
Total Assets Available to Unsecured Creditors		2,861
NON PREFERENTIAL CREDITORS		
Anderson Accountancy Ltd	(330)	
HM Revenue & Customs	(88,476)	
Total Unsecured Creditors		(88,806)
SHORTFALL TO CREDITORS		(85,945)
SHAREHOLDING		(4)
TOTAL DEFICIT		(85,949)
ESTIMATED DIVIDEND PAYMENT (p in the £)		
TO NON-PREFERENTIAL CREDITORS		3.2

Notes:

1. Please note the estimated costs above are exclusive of VAT.

Appendix IV

Detailed list of work undertaken for Danario Ltd in Creditors' Voluntary Liquidation for the review period 23 April 2020 to 22 April 2021

Below is detailed information about the tasks undertaken by the Joint Liquidators.

General Description	Includes
Statutory and General Administration	
Statutory/advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns Quarterly VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Document maintenance/file review/checklist	Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Pension scheme	Identifying whether there is a pension scheme Submitting the relevant notices if a pension scheme is identified
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation and general reports to creditors
Creditors' decisions	Preparation of decision procedure notices, proxies/voting forms and advertisements Notice of decision procedure to all known creditors Collate and examine proofs and proxies/votes to conclude decisions
Closure	Review case to ensure all matters have been finalised Obtain clearance to close case from HMRC together with submitting final tax return Obtain final accounts from agents solicitors and others instructed Issue final account to creditors File documents with Registrar of Companies
Investigations	
SIP 2 Review	Collection and making an inventory of company books and records Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reconstruction of financial affairs of the company Reviewing company's books and records Review of specific transactions and liaising with directors regarding certain transactions
Statutory reporting on conduct of director(s)	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Preparation and submission of supplementary information if required Assisting the Insolvency Service with its investigations
Realisation of Assets	
Cash at Bank	Liaising with bank to recover funds held on account
Contribution to Costs	Liaising with director in order to collect funds due in respect of costs
Creditors and Distributions	
Creditor Communication	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors
Dealing with proofs of debt ("POD")	Receipting and filing POD when not related to a dividend

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General Description	Includes
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD
Dividend procedures	Preparation of distribution calculation Preparation of correspondence to creditors announcing declaration of distribution Preparation of cheques/BACS to pay distribution

Current Charge-out Rates for the firm

Time charging policy

Support staff do charge their time to each case.

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates £
Insolvency Practitioner/Partners	375
Manager	275
Assistant Manager	225
Senior Administrator	200
Administrator	175
Cashier	150
Assistants and Support Staff	100

Appendix V

Time cost information for period 23 April 2020 to 22 April 2021 & cumulative for full period

Time Entry - Detailed SIP9 Time & Cost Summary

DK1BC - Danario Ltd
 From: 23/04/2020 To: 22/04/2021
 All Post Appointment Project Codes

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
AP-ADMIN : Administration & Planning	0.20	1.00	2.00	0.40	3.60	770.00	213.89
CR-CRED : Creditors & Distributions	0.00	0.00	0.90	0.60	1.50	217.50	145.00
SS-STAT : Statutory & Compliance	1.10	3.50	4.50	0.00	9.10	2,175.00	239.01
Productive Time	1.30	4.50	7.40	1.00	14.20	3,162.50	222.71
Total Hours	1.30	4.50	7.40	1.00	14.20	3,162.50	222.71
Total Fees Claimed						0.00	

Time Entry - Detailed SIP9 Time & Cost Summary

DKIBC - Danario Ltd
 To: 22/04/2021
 All Post Appointment Project Codes

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
AP-ADMIN : Administration & Planning	0.70	2.55	7.40	9.50	20.15	3,621.25	179.71
CR-CRED : Creditors & Distributions	0.00	0.00	1.90	2.60	4.50	592.50	131.67
IN-INV : Investigations	0.70	5.00	68.54	1.60	75.84	13,777.75	181.67
RA-FLTG : Asset Realisations / Contributions	0.00	0.00	4.10	0.40	4.50	880.00	195.56
S3-STAT : Statutory & Compliance	2.20	6.00	17.65	0.00	25.85	5,573.75	215.62
Productive Time	3.60	13.55	99.59	14.10	130.84	24,445.25	186.83
Total Hours	3.60	13.55	99.59	14.10	130.84	24,445.25	186.83
Total Fees Claimed						0.00	

Appendix VI**Time costs summary for period and cumulative for Danario Ltd IN CREDITORS VOLUNTARY LIQUIDATION**

	Actual time costs incurred during the Review Period			Total time costs incurred to date		
Work category	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration & Planning	3.60	213.89	770.00	20.15	179.71	3,621.25
Creditors & Distributions	1.50	145.00	217.50	4.50	131.67	592.50
Investigations	-	-	-	75.84	181.67	13,777.75
Asset Realisations / Contributions	-	-	-	4.50	195.56	880.00
Statutory & Compliance	9.10	239.01	2,175.00	25.85	215.62	5,573.75

Appendix VII**Expenses summary for period, cumulative & comparison with estimate
for Danario Ltd Limited in Creditors' Voluntary Liquidation**

Below are details of the Joint Liquidators' expenses for the period under review and the total to date.

Expenses	Expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £
Category 1 Expenses			
Bonding	60.00	-	60.00
Petition Fees	920.00	-	920.00
Legal Costs	110.00	-	110.00
Advertising	150.20	-	150.20
AML Searches	2.80	-	2.80
Postage	21.91	0.41	16.85
Total Category 1 Expenses	1,264.91	0.41	1,259.85
Category 2 Expenses			
Stationary	5.00	-	5.00
Telephone / Printing / Fax	31.52	5.55	32.10
Total Category 2 Expenses	36.52	5.55	37.10

Appendix VIII

WILKIN CHAPMAN BUSINESS SOLUTIONS LIMITED EXPENSES AND CHARGEOUT RATES EFFECTIVE FROM 1 APRIL 2021

Expenses

Definitions

Category 1 - approval not required - specific expenditure that is directly related to a particular insolvency case, where the cost of the expense incurred is referable against an independent external supplier's invoice or published tariff of charges.

Category 2 - approval required - all other items of expenditure. Which cannot, or cannot easily, be directly related to a particular insolvency case because there is an element of shared or allocated cost, and/or where the cost of the expense incurred is an estimated, utilised cost with the estimate based on external costs or opportunity costs.

Charging Policy of Wilkin Chapman Business Solutions Limited

Category 1 expenses are recharged to the particular insolvency case at the rate incurred by Wilkin Chapman Business Solutions Limited and as they are incurred.

Category 2 expenses, the following items are recharged at the following rates:

- Where meeting rooms of Wilkin Chapman Business Solutions Limited are used for the purpose of statutory meetings of creditors the room hire is recharged to the individual insolvency case at £150 per meeting. (Not applicable from 1 April 2021)
- Car mileage is recharged to the individual insolvency case at the rate of 45p per mile.
- The storage of books and records (when not charged as a Category 1 expense) is recharged at the rate of £1.50 per box per month. (Not applicable from 1 April 2021)
- With effect from 1 April 2021 the Office Holder(s) reserve the right to recharge the costs incurred for offsite storage of books and records, currently 5p per box, per week. In addition, a recharge may occur for the collection and return of the books and records.
- The Office Holder(s) also reserve the right to recharge the costs incurred for the destruction of the books and records upon their release, currently £1.70 per box.
- Printing and photocopying is charged at 15p per sheet.
- Faxes are charged at 50p per sheet.
- IPS computer charge £6.25 per month, up to a maximum of £200 per case. (Not applicable from 1 October 2018).
- Stationery charged at £5.00 per file.

Chargeout Rates

The hourly rates for the different levels of staff are shown below:

Insolvency Practitioner	£375
Manager	£275
Assistant Manager	£225
Senior Administrator	£200
Administrator	£175
Cashier	£150
Assistants and Support Staff	£100

Time is charged to the individual insolvency case in 6 minute units.

Please note that the above expenses and chargeout rates are the same as they were for Silke & Co Limited and have not changed since 1 October 2013, with the exception of the rate of the Insolvency Practitioner which increased from £350 on 1 April 2020.