In accordance with *Rule 3.35* of the Insolvency (England & Wales) Rules 2016 & Paragraph 49(4) of Schedule B1 to the Insolvency Act 1986

AM03
Notice of administrator's proposals

Companies House

WEDNESDAY

A8J3BT4A
A17 27/11/2019 #110
COMPANIES HOUSE

1 Company details

Company number	0 7 6 2 9 0 9 5
Company name in full	Oxtex Limited

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

2 Administrator's name

Full forename(s)	Stephen Robert
Surname	Cork

3 Administrator's address

Building name/number	6 Snow Hill
Street	
Post town	London
County/Region	
Postcode	E C 1 A 2 A Y
Country	

4 Administrator's name ❶

Full forename(s)	
Surname	

❶ **Other administrator**
Use this section to tell us about *another administrator.*

5 Administrator's address ❷

Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

❷ **Other administrator**
Use this section to tell us about another administrator.

AM03
Notice of Administrator's Proposals

6 Statement of proposals

☑ I attach a copy of the statement of proposals

7 Sign and date

Administrator's Signature	Signature ✕ ✕
Signature date	d2 d2 m1 m1 y2 y0 y1 y9

AM03
Notice of Administrator's Proposals

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	Ben Parsons
Company name	Cork Gully LLP
Address	6 Snow Hill
Post town	London
County/Region	
Postcode	E C 1 A 2 A Y
Country	
DX	
Telephone	02072682150

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 and dated 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

CORK GULLY

Oxtex Limited

(in Administration) ("the Company")

Administrator's Proposals

November 2019

Based on a solid heritage we are an advisory firm bringing clarity to complex restructuring, recovery and insolvency situations.

The firm remains as committed to our founding principles today as we were a hundred years ago. Our partners and staff have worked together for many years, reorganising operations and structures to deliver sustainable stakeholder value. The current trading environment is increasingly complex, so the solutions we provide for our clients are more creative, more responsive and more effective than ever.

Contents

Administrator's Proposals

[illegible]

1. Introduction

[illegible]

2. Statutory Information

[illegible]

3. Circumstances Leading to the appointment of the Administrator

3.1. Company Background

[illegible]

Administrator's Proposals

[illegible]

3.2. Summary of Financial Accounts

	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
	(Financial Accounts)	(Financial Accounts)	(Financial Accounts)	(Financial Accounts)	(Financial Accounts)
Fixed Assets					
[illegible]				[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Current Assets					
[illegible]	[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]				[illegible]
[illegible]	[illegible]	[illegible]	[illegible]		[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Creditors: amounts falling due within one year		[illegible]	[illegible]	[illegible]	[illegible]
Net current assets/liabilities	[illegible]			[illegible]	
Total assets less current liabilities	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Net assets	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Capital and reserves					
[illegible]	[illegible]	[illegible]		[illegible]	
[illegible]				[illegible]	[illegible]
[illegible]	[illegible]		[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

Administrator's Proposals

3.3. Events leading up to the appointment of the Administrator

3.4. Reason for Administration

3.5. Appointment of Administrator

4. Purpose of the Administration

Administrator's Proposals

5. Management of the Administration since appointment

6. Financial Position of Company

6.1. Assets

Cash at Bank

Debtors

Administrator's Proposals

Plant and Machinery

Office Equipment and IT

Fixtures and Fittings

VAT Refund

Prepayments

6.2. Creditors

Secured Creditors

Preferential Creditors

Prescribed Part

Unsecured Creditors

Administrator's Proposals

[illegible]

7. Administrator's Receipts and Payments

[illegible]

[illegible]

Receipts

- Cash at Bank

  [illegible]

Payments

- Storage Costs

  [illegible]

- Statutory Advertising

  [illegible]

- Wages and Salaries

  [illegible]

- PAYE / NI

  [illegible]

8. Proposed Future Actions of the Administrator

[illegible]

[illegible]

[illegible]

9. Administrator's Remuneration

[illegible]

[illegible]

[illegible]

[illegible]

Administrator's Proposals

Fee Basis

Pre-appointment costs

Post appointment costs

Administrator's Proposals

[illegible]

10. Administrator's Expenses

[illegible]

Category 1 expenses

[illegible]

Expense	Expenses to date (£)	Estimated future expenses (£)	Supplier
[illegible]	[illegible]	[illegible]	[illegible]
Total	[illegible]	[illegible]	

[illegible]

Category 2 Expenses

[illegible]

Expense	Expenses to date (£)	Estimated future expenses (£)	Supplier
[illegible]		[illegible]	
Total	[illegible]	-	

[illegible]

Agents and Professional Advisors

[illegible]

Administrator's Proposals

11. Administrator's Investigations

12. Administrator's Proposals

Administrator's Proposals

8 Creditors consider and if thought fit appoint a creditors committee to assist the Administrator (such a committee must comprise between 3 and 5 creditors).

9 That the Administrator be authorised to draw the outstanding pre-administration time costs of £20,108 plus VAT as an expense of the Administration.

10 The Administrator be remunerated at a time cost basis with regard to time properly spent by me and my staff at our standard charge out rates, capped at an upper limit of £129,929.70 plus VAT and category 2 disbursements relating to the Administration of Oxtex Limited from funds available for the administration creditors. Details of the work undertaken to date and the future work to be undertaken are outlined in Appendices IV and V, respectively.

11 The Administrator be discharged from liability under the Administration in accordance with Paragraphs 98 and 99 of Schedule B1 of the Insolvency Act 1986 immediately upon the Administrator's filing of his final progress report and vacating office.

13. Approval of Proposals

The financial position of the Company means that it is likely to have sufficient assets to enable a dividend to be paid to the unsecured creditors of the Company. As a result, I am seeking a decision from the creditors to consider the proposals.

In this regard, please refer to Appendix VII where you will find relevant information and forms in respect of the decision-making process. Please be advised the completed voted form, together with a completed statement of claim form, must be received at my offices no later than 23.59 hours on 10 December 2019 in order for your vote to be counted.

14. EC Regulation on Insolvency Proceedings

The Administrator considers that the EC regulation on insolvency proceedings will apply to the Administration of Oxtex Limited. These proceedings will be the 'main' proceedings as the Company's registered office and principal place of business is in the United Kingdom.

15. Further information

Should you require any further information relating to these proposals or the administration of the Company, please do not hesitate to contact Ben Parsons on 020 7268 2150 or at benparsons@corkgully.com.

Yours faithfully

For and on behalf of the Company

Stephen Cork
Administrator

Stephen Cork was appointed Administrator of the Company on 1 October 2019. The affairs, business and property of the Company are being managed by the Administrator who acts as the Company's agent and without personal liability. Stephen Cork is authorised to act as an Insolvency Practitioner in the United Kingdom by the Institute of Chartered Accountants in England and Wales. The Administrator's proposals report has been produced for the sole purpose of advising creditors pursuant to the provisions of the Insolvency Act 1986. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from in whole or in part by creditors for any purpose other than this report to them, or by any other person for any purpose whatsoever.

At Cork Gully LLP we always strive to provide a professional and efficient service. However we recognise that it is in the nature of insolvency proceedings for disputes to arise from time to time. If you should have cause to complain about the way that we have acted for you, in the first instance put details of your complaint in writing to our complaints officer, [illegible] at 6 Snow Hill, London EC1A 2AY. This will be fully investigated under our complaints procedure and we will endeavour to deal with your complaint under the supervision of a partner who has not been involved with the appointment.

Appendix I - Statutory Information

Company name:	Oxtex Limited
Previous name:	[illegible]
Company number:	[illegible]
Date of incorporation:	[illegible]
Trading Address:	[illegible]
Current registered office:	[illegible]
Principal trading activity:	[illegible]
Date of appointment:	[illegible] 2018
Appointment made by:	[illegible]
Court name and reference:	[illegible]
Administrators appointed:	[illegible]

Officers of the Company	Appointed	Resigned
[illegible]	[illegible]	-
[illegible]	[illegible]	-
[illegible]	[illegible]	
[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]
[illegible]	18-Dec-[illegible]	[illegible]
[illegible]	[illegible]	[illegible]

Shareholders:	Oxtex Limited
	[illegible]

Appendix II - Administrator's Receipts and Payments Account

	From [illegible] 10/2019 to [illegible] 2019
Asset Realisations	
[illegible]	[illegible]
	[illegible]
Cost of Realisation	
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	[illegible]
	[illegible]
	[illegible]
Represented by	
[illegible]	[illegible]
[illegible]	
	[illegible]

Appendix III - Administrator's Estimated Outcome Statement

Asset Realisations	Notes	Net Book Values [illegible] October 2019 £	Estimated to realise Value 31 October 2019 £
Assets subject to a Fixed Charge			
Assets subject to a Floating Charge			
[illegible]		[illegible]	[illegible]
[illegible]			
[illegible]		[illegible]	[illegible]
[illegible]		[illegible]	[illegible]
[illegible]			
[illegible]		[illegible]	[illegible]
[illegible]			-
Estimated total assets available for Preferential Creditors	1	[illegible]	[illegible]
Preferential Creditors			
[illegible]			[illegible]
Estimated surplus (shortfall)			431,497
[illegible]			
Estimated total assets available for Unsecured Creditors			431,497
[illegible]			
[illegible]			[illegible]
[illegible]			
[illegible]			[illegible]
			444,981
Surplus/(Deficit) Available for Unsecured Creditors			(13,484)
[illegible]			
[illegible]			[illegible]
Surplus (Deficit) Available to Members			(9,818,234)

Notes:

1. [illegible]
2. [illegible] 2019
3. [illegible]

Appendix IV - Administrator's Pre-Appointment Time Costs

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Pre Appointment							
[illegible]		[illegible]			[illegible]	[illegible]	[illegible]
[illegible]				[illegible]		[illegible]	
[illegible]	[illegible]			[illegible]		[illegible]	[illegible]
[illegible]		[illegible]			[illegible]		[illegible]
	[illegible]			[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]			[illegible]		[illegible]	[illegible]
[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	[illegible]
[illegible]	[illegible]	[illegible]		[illegible]		[illegible]	[illegible]
	32.00	[illegible]	[illegible]	0.20	43.40	[illegible]	[illegible]
Total Hours	32.00	[illegible]	[illegible]	0.20	43.40	25,108.00	[illegible]

Cork Gully LLP charge out rates | From 1 September 2016 (£)

[illegible]

Appendix V - Administrator's Time Costs to Date

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & Planning							
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	2.50	[illegible]	[illegible]	[illegible]
Creditors - Employees and RPO							
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Creditors - Unsecured							
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Investigations							
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	0.00	[illegible]	[illegible]	[illegible]
Realisation of Assets							
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
	0.00	[illegible]	[illegible]	0.00	44.10	17,526.00	[illegible]

Appendix V - Administrator's Time Costs to Date

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
[illegible]							
[illegible]	[illegible]				[illegible]	[illegible]	
[illegible]			[illegible]		[illegible]		
		[illegible]			[illegible]	[illegible]	[illegible]
Total Hours	32.10	149.60	26.90	[illegible]	211.20	82,614.00	391.16

Appendix V - Administrator's Time Costs to Date

Administration and planning

- [illegible]
- [illegible]
- [illegible] in the Case Management software
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]

Creditors

- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]

Investigations

- [illegible]
- [illegible]
- [illegible]
- [illegible]

Realisation of Assets

- [illegible]
- [illegible]
- [illegible]
- [illegible]

Wind Down

- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]

Appendix VI - Administrator's Time Costs Estimate

Time Cost Estimate and Details of Work to be undertaken during the administration

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Time Cost (£)	Average Hourly Rate (£)
Administration & Planning							
[illegible]	[illegible]				[illegible]	[illegible]	[illegible]
[illegible]			[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]			[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]					[illegible]
[illegible]		[illegible]		[illegible]		[illegible]	[illegible]
[illegible]		[illegible]				[illegible]	[illegible]
[illegible]	[illegible]			[illegible]	[illegible]	[illegible]	
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]			[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	
	[illegible]	[illegible]	[illegible]	[illegible]	148.40	69,625.50	[illegible]
Realisation of Assets							
[illegible]		[illegible]			[illegible]	[illegible]	[illegible]
[illegible]				[illegible]		[illegible]	
[illegible]	[illegible]	[illegible]				[illegible]	[illegible]
[illegible]	[illegible]					[illegible]	[illegible]
[illegible]	[illegible]			[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]			[illegible]	[illegible]	[illegible]
[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	11.00	[illegible]	[illegible]	25,090.50	[illegible]
Creditors - Employees and RPO							
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]			[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]			[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]
[illegible]							
[illegible]	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]			[illegible]	[illegible]	[illegible]

Appendix VI - Administrator's Time Costs Estimate

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Total Hours	Total Cost (£)	Average Hourly Rate (£)
[illegible]	[illegible]			[illegible]	[illegible]	[illegible]	
[illegible]				[illegible]		[illegible]	[illegible]
[illegible]				[illegible]		[illegible]	[illegible]
	5.00	[illegible]	[illegible]	1.90	43.30	15,514.60	358.30
Investigations - Directors							
[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	
[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	
	0.20	[illegible]	[illegible]	0.00	11.90	[illegible]	262.18
Investigations - [illegible]							
[illegible]	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]	
[illegible]	[illegible]			[illegible]	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	0.00	[illegible]	[illegible]	256.29
Wind down							
[illegible]	[illegible]			[illegible]	[illegible]	[illegible]	
[illegible]			[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	431.00
Total Hours	[illegible]	[illegible]	[illegible]	7.50	286.50	120,926.70	424.15

Administration and planning

- [illegible]
- [illegible]
- [illegible] IPS Case Management software
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- Dealing with post and all routine correspondence
- [illegible]
- [illegible] cashbook
- [illegible]
- Travelling to and from the Company's premises
- Dealing with general case related queries

Appendix VI - Administrator's Time Costs Estimate

- [illegible]

Realisation of Assets

- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]

Creditors

- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]

Investigations

- [illegible]
- [illegible]

[illegible]

[illegible]

[illegible]

- [illegible]

Wind Down

- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]

Appendix VII - Notice of Voting on Decision by Correspondence

Oxtex Limited *(In Administration)* ("the Company")
Court Number 6328 of 2019
Company Number 07629090

NOTICE IS GIVEN [illegible]

Appendix VII - Notice of Voting on Decision by Correspondence

11 The Administrator be discharged from liability under the Administration in accordance with Paragraphs 98 and 99 of Schedule B1 of the Insolvency Act 1986 immediately upon the Administrator's filing of his final progress report and vacating office.

The final date for votes is 10 December 2019 the decision date.

1 In order for their votes to be counted creditors must submit to me their completed voting form so that it is received at Cork Gully LLP, 6 Snow Hill, London, EC1A 2AY by no later than 23:59 hours on 10 December 2019. It must be accompanied by proof of their debt (if not already lodged). Failure to do so will lead to their vote(s) being disregarded.

2 Creditors must lodge proof of their debt (if not already lodged) at the offices of Cork Gully LLP, 6 Snow Hill, London, EC1A 2AY by no later than 23:59 hours on 10 December 2019 without which their vote will be invalid.

3 Creditors with claims of £1,000 or less must have lodged proof of their debt for their vote to be valid.

4 Any creditors who have previously opted out from receiving documents in respect of the insolvency proceedings are entitled to vote on the decisions provided they have lodged proof of their debt.

5 Creditors may, within 5 business days of delivery of this notice to them, request a physical meeting of creditors be held to determine the outcome of the decisions above. Any request for a physical meeting must be accompanied by valid proof of their debt (if not already lodged). A meeting will be convened if creditors requesting a meeting represent a minimum of 10% in value or 10% in number of creditors or simply 10 creditors, where "creditors" means "all creditors."

6 Creditors have the right to appeal the decision made by applying to Court under Rule 15.35 within 21 days of 10 December 2019, the decision date.

Please complete the voting section below indicating whether you are in favour or against these decisions and return this form, together with a statement of claim form, no later than 23:59 hours on 10 December 2019

Should creditors require further information regarding the above, please contact Ben Parsons at benparsons@corkgully.com, or by telephone on 020 7268 2150.

Stephen Cork
Administrator

Dated: 22 November 2019

Appendix VII - Notice of Voting on Decision by Correspondence

Oxtex Limited (In Administration) ("the Company")

Court Number: 6528 of 2019

Company Number: 07629095

[illegible]

*For / Against

[illegible]

*For / Against

[illegible]

*For / Against

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

Date:

Appendix VIII - Statement of Claim

Company Name	Oxtex Limited (In Administration)
Relevant Date for Claims	[illegible]
Company Number	[illegible]
Registered Office	[illegible]
Creditor Name	
Creditor Contact Details	
Amount Claimed	

Evidence of your claim must be attached to this form which may include copy invoices, statements, contracts or any other such documentation necessary to prove your claim.

[illegible]

Appendix IX- Notice of Invitation to Form a Creditor's Commitee

Oxtex Limited (in Administration) ("the Company")
Court Number: 6528 of 2019
Company Number: 07629095

NOTICE IS GIVEN by Stephen Cork to the creditors of Oxtex Limited of an invitation to form a Creditors' Committee under rule 3.39 of The Insolvency (England and Wales) Rules 2016.

1. Creditors are invited to determine whether a Creditors' Committee should be established.

2. A Committee may be formed if a minimum of 3 and a maximum of 5 creditors are willing to become members

3. Nominations can only be accepted for a creditor to become a member of the Committee if they are an unsecured creditor and have lodged a proof of their debt that has not been disallowed for voting or dividend purposes.

4. Please complete the section below, and include the name and address of any person you wish to nominate to act as a member of the Committee. The completed document should be returned to Cork Gully LLP 6 Snow Hill, London, EC1A 2AY so that it is received by no later than 23:59 on 10 December 2019 the decision date.

The final date for the decision about the formation of a Committee and for nominations for members of the Committee is 10 December 2019, the decision date.

Dated: 22 November 2019

Stephen Cork
Administrator

Appendix IX - Notice of Invitation to Form a Creditor's Commitee

Ortex Limited (In Administration) ('the Company')
Court Number 6528 of 2019
Company Number: 07629095

Voting on Decision

[illegible]

*For/Against

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

This form must be returned to Cork Gully LLP, 6 Snow Hill, London, EC1A 2AY or to benparsons@corkgully.com, no later than 23:59 hours on 10 December 2019

Contact

Ben Parsons, Senior Executive

Cork Gully LLP 6 Snow Hill, London, EC1A 2AY

T: +44 (0)20 7268 2150 F: +44 (0)20 7002 7788
e: BenParsons@corkgully.com