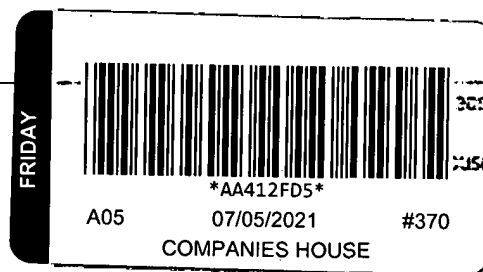


AM10

Notice of administrator's progress report



Companies House



1	Company details	
Company number	1 2 1 2 2 9 9 6	→ Filling in this form Please complete in typescript or in bold black capitals.
Company name in full	Prosperity St James House NMPI Ltd	
2	Administrator's name	
Full forename(s)	Andrew	
Surname	Watling	
3	Administrator's address	
Building name/number	Office D	
Street	Beresford House	
Post town	Town Quay	
County/Region	Southampton	
Postcode	S O 1 4 2 A Q	
Country		
4	Administrator's name ^①	
Full forename(s)	Simon	① Other administrator Use this section to tell us about another administrator.
Surname	Campbell	
5	Administrator's address ^②	
Building name/number	Office D	② Other administrator Use this section to tell us about another administrator.
Street	Beresford House	
Post town	Town Quay	
County/Region	Southampton	
Postcode	S O 1 4 2 A Q	
Country		

AM10

Notice of administrator's progress report

6 Period of progress report

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

7 Progress report

☒ I attach a copy of the progress report

8 Sign and date

Administrator's
signature

Signature

X

G. J. J. J. J.

X

Signature date

^d 3	^d 0	^m 0	^m 4	^y 2	^y 0	^y 2	^y 1
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AM10

Notice of administrator's progress report



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 **Tom Lucas**

Company name **Quantuma Advisory Limited**

Address **Office D**

Beresford House

Post town **Town Quay**

County/Region **Southampton**

Postcode **S O 1 4 2 A Q**

Country

DX **info@quantuma.com**

Telephone **02380336464**



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

Prosperity St James House NMPI Ltd

(In Administration)

("the Company")

In the High Court of Justice 003935 of 2020

THE JOINT ADMINISTRATORS' PROGRESS REPORT FOR THE PERIOD 12 OCTOBER 2020 TO 11 APRIL 2021

30 April 2021

This report has been prepared for the sole purpose of updating the creditors for information purposes. 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 updating them for information purposes, or by any other person for any purpose whatsoever.

Andrew Watling and Simon Campbell of Quantuma Advisory Limited, Office D, Beresford House, Town Quay, Southampton, SO14 2AQ, were appointed Joint Administrators of Prosperity St James House NMPI Ltd on 12 October 2020.

The affairs, business and property of the Company are managed by the Joint Administrators. The Joint Administrators act as agents of the Company and contract without personal liability.

Andrew Watling is licensed to act as an insolvency practitioner by the Institute of Chartered Accountants in England and Wales and Simon Campbell is licensed to act as an insolvency practitioner by the Insolvency Practitioners Association.

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Appendix 2 The Joint Administrators' receipts and payments account as at 11 April 2021

Appendix 3 Detailed narrative list of work undertaken by the Joint Administrators during the Review Period

Appendix 4 Proof of Debt

ABBREVIATIONS

For the purpose of this report the following abbreviations shall be used:

"the Act"	Insolvency Act 1986
"the Rules"	Insolvency (England and Wales) Rules 2016
"the Joint Administrators"	Andrew Watling and Simon Campbell of Quantum Advisory Limited
"the Company"	Prosperity St James House NMPI Ltd (in Administration)
"the Court"	High Court of Justice 003935
"EOS"	Estimated Outcome Statement
"SIP"	Statement of Insolvency Practice (England & Wales)
"Review Period"	Period covered by the report from 12 October 2020 to 11 April 2021

INTRODUCTION

This report has been prepared to provide creditors with an update on the progress of the Administration of the Company since our appointment as Joint Administrators on 12 October 2020. Please be aware that on 1 August 2020, Quantuma LLP transferred its business to Quantuma Advisory Limited.

The Joint Administrators' proposals were approved. A formal notice confirming this was sent to all creditors on 6 January 2021. A schedule of statutory information in respect of the Company is attached at Appendix 1.

As previously advised, the Joint Administrators are currently pursuing the second statutory objective of 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). In order to pursue the second statutory objective it was necessary to act in a timely manner and the administration appointment made that possible.

Details of the appointment of the Joint Administrators

Andrew Watling and Simon Campbell of Quantuma Advisory Limited were appointed Joint Administrators of the Company on 12 October 2020. The Joint Administrators confirm that they are authorised to carry out all functions, duties and powers by either one or both of them.

PROGRESS OF THE ADMINISTRATION

An informal committee was formed and the Joint Administrators met with the same to discuss their administration strategy. Follow-up emails have been sent to the wider body of creditors summarising the strategy and making them aware of the steps being taken.

The Joint Administrators have introduced New South Law to the creditors to advise them on whether they might be entitled to compensation from the FSCS. This is linked to their investment and any advice received in that respect. There is no obligation on the part of creditors to instruct New South Law.

Our understanding is that, if instructed, New South Law will charge creditors commission in the event of a successful compensation claim. New South Law have also agreed to pay a percentage of the commission received into the administration to fund our ongoing work.

Finally, the Joint Administrators are in contact with Trowers & Hamlin Solicitors and have asked that they put together a letter introducing themselves and explaining how they can assist the Joint Administrators and the creditors and provide advice on claims they could each bring, that might lead to recoveries. The introductory letter when sent will detail the funding required to take this matter further.

The Joint Administrators' receipts and payments account

Attached at Appendix 2 is a receipts and payments account for the Review Period. In accordance with the requirements of SIP 7, I confirm that the account has been reconciled with that held at the bank. The rest of this report describes the key developments in the Administration over the Review Period.

For a detailed list of work undertaken by the Joint Administrators during the Review Period, see Appendix 3. We have also summarised the main asset realisations during the Review Period and an estimation of those assets yet to be realised, together with details of costs incurred but as yet remaining unpaid.

VAT Basis

Receipts and payments are shown net of VAT, with any amount due to or from HM Revenue and Customs shown separately. There have been no transactions subject to VAT during the Review Period.

Administrative, Statutory & Regulatory Tasks

The Joint Administrators have met a considerable number of statutory and regulatory obligations. Whilst many of these tasks have not had a direct benefit in enhancing realisations for the insolvent estate, they

have assisted in the efficient and compliant progressing of the administration, which has ensured that the Joint Administrators and their staff have carried out their work to high professional standards.

During the Review Period, primarily these tasks have included:

- Informing all relevant persons of the commencement of the Administration, including filing statutory documents at Companies House and meeting statutory advertising requirements;
- Issuing the Joint Administrators' Proposals, seeking relevant creditors' approvals and issuing notice of the outcome;
- Drafting and issuing the progress report to creditors;
- Consulting with and instructing staff and independent advisers as regards practical, technical and legal aspects of the case to ensure efficient progress;
- Maintaining case files, which must include records to show and explain the administration and any decisions made by the Joint Administrators that materially affect the administration;
- Monitoring and maintaining an adequate statutory bond;
- Conducting periodic case reviews to ensure that the administration is progressing efficiently, effectively and in line with the statutory requirements;
- Maintaining and updating the estate cash book and bank accounts, including regular bank reconciliations and processing receipts and payments; and
- Completing periodic tax returns.
- Preparing a report on the conduct of the directors as required by the Company Directors Disqualification Act.

Realisation of assets

During the Review Period the Joint Administrators have received the Company's closing balance of cash at bank in the sum of £100.20. The Joint Administrators have also made contact with the Company's directors to request an update regarding three of the inter-company debtors (detailed below) but no update has been received.

Book debts

There have been no realisations to date. The book debts owed to the Company are as follows:

Asset	Amount Owed
Prosperity Capital Partners ("PCP")	897,745
Prosperity St James House Development ("PSJHD")	664,200
Prosperity Cathedral View Development ("PCVD")	64,656
Prosperity UX Manchester Developments ("PUMD")	75,000
Prosperity Ivy League Globe Works ("PILGW")	279,959

Estimated future realisations

The financial position of PCP is currently unknown. The directors have informed us that PCP is insolvent but there has been no further update.

SJHD is currently in administration and receivers are dealing with its property. It is not currently possible to ascertain whether PSJHD will pay a dividend to its creditors or not.

PCVD is currently in administration and the administrators have confirmed there is no prospect of a dividend being paid to unsecured creditors.

PUMD continues to trade and there remains a possibility that something will be received in this respect. The directors have been asked to provide an update in this respect.

PILGW continues to trade and there remains a possibility that something will be received in this respect. The directors have been asked to provide an update in this respect.

Payments

There have been no payments made during the Review Period.

Costs incurred but remaining unpaid

Cost Description	Amount (£)
Postage – Quantuma disbursement	14.95
Statutory advertising – Quantuma disbursement	84.60
Stationery – Quantuma disbursement	11.50
Specific bond – Quantuma disbursement	20.00
Photocopying – Quantuma disbursement	20.70
TOTAL	151.75

CREDITORS: CLAIMS AND DISTRIBUTIONS

Secured creditors

The Company has no secured creditors. However, it should be noted that the Company's lending to PSJHD is secured via a charge. As above, the prospects in that respect are currently unknown.

Preferential creditors

There are no known preferential creditors.

Prescribed Part

Under Section 176A of the Insolvency Act 1986, where after 15 September 2003 a company has granted to a creditor a floating charge, a proportion of the net property of the company must be made available purely for the unsecured creditors. This equates to:

- 50% of net property up to £10,000;
- Plus, 20% of net property in excess of £10,000.
- Subject to a maximum of £600,000.

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 administration.

Unsecured creditors

Unsecured claims were estimated at £2,003,401.00 in the Director's Estimated Statement of Affairs. We have not gone through the process of reviewing and agreeing claims due to the current uncertainty of outcome, although a distribution does remain possible.

Claims process

Due to the possible distribution to unsecured creditors, you are requested to submit claims to the address on the front of this report, marked for the attention of tom.lucas@quantuma.com. A Proof of Debt form is attached at Appendix 4.

OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS

Investigations

As part of the Joint Administrators' statutory duties, an investigation into the conduct of the Company Directors was completed. In this regard, a confidential report was submitted to The Insolvency Service on 7 January 2021.

Initial Assessment of Potential Recoveries

As part of our duties as Joint Administrators, we are obliged to review shortly after appointment all the information available to us and conduct an initial assessment of whether there are any matters which may lead to any recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

This review has now been completed and possible causes of action and potential claims have been identified. As detailed above, Trowers & Hamlin Solicitors are prepared to assist and we await further information in that respect. Should creditors have any information in relation to the above which you feel we should be made aware of, please contact us as a matter of urgency.

General Data Protection Legislation

In compliance with general data protection legislation, creditors, employees, shareholders, directors and any other stakeholder who is an individual (i.e. not a corporate entity) in these insolvency proceedings is referred to the Privacy Notice in respect of Insolvency Appointments, which can be found at this link www.quantuma.com/legal-notices.

Further Information

Creditors should note that the Joint Administrators are bound by the Insolvency Code of Ethics when carrying out all professional work relating to an insolvency appointment. Additionally the Joint Administrators are also bound by the regulations of their Licensing Bodies.

To comply with the Provision of Services Regulations, some general information about Quantuma Advisory Limited, including our complaints policy and Professional Indemnity Insurance, can be found at www.quantuma.com/legal-information. Information about this insolvency process may be found on the R3 website at www.creditorinsolvencyguide.co.uk.

ETHICS

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

General ethical considerations

Prior to the Joint Administrator's appointment, a review of ethical issues was undertaken and no ethical threats were identified. A further review has been carried out and no threats have been identified in respect of the management of the insolvency appointment over the Review Period.

The Joint Administrators are appointed over two connected companies, Prosperity St James House Development Ltd and Prosperity Cathedral View NMPI Ltd. However, this does not automatically give rise to any conflict or other ethical issues.

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 Administrator is 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 firm reviews annually the specialists available to provide services within each specialist area and the cost of those services to ensure best value. The specialists chosen usually have knowledge specific to the insolvency industry and, where relevant, to matters specific to this insolvency appointment.

No specialists have been formally engaged by the Joint Administrators at the present time.

THE JOINT ADMINISTRATORS' FEES AND EXPENSES

A copy of 'A Creditors Guide to Administrators' Fees' effective from 1 April 2021, together with the firm's current schedule of charge-out rates and chargeable expenses, may be found at www.quantuma.com/guide/creditors-guide-fees. A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request at no cost.

The Joint Administrators' Fees

The basis of the Joint Administrators' fees was fixed on 30 December 2020 by the creditors as follows: That the Joint Administrators' fees be fixed as a set amount of £25,000 for the Administration, which is expected to last a maximum of 12 months. We believe this case generally to be of average complexity and no extraordinary responsibility has to date fallen upon us as Joint Administrators.

A detailed narrative list of the work undertaken during the Review Period is provided at Appendix 3.

Joint Administrators' 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 below. Also below is a comparison of the expenses likely to be incurred in the Administration as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Legal costs	7,500.00	0.00	0.00	
Advertising	85.00	84.60	84.60	
Bond	135.00	20.00	20.00	
Postage	10.00	14.95	14.95	

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
Photocopying	10.00	20.70	20.70	N/A
Search	10.00	0.00	0.00	
Stationery	15.00	11.50	11.50	
AML search	6.00	0.00	0.00	
TOTAL	7,771.00	151.75	151.75	

The category 1 expenses represent payments to parties not associated with the firm, who have provided services or goods for the administration of the assignment.

The basis of calculation for category 2 expenses was disclosed to creditors prior to their approval, which was given on 30 December 2020, and are also detailed below. Please note that some category 2 expenses that have previously been approved and their estimated costs or basis of their cost provided as part of the expenses estimate may not be discharged from the estate from 1 April 2021 and these are detailed below.

- Photocopying
- Stationery

Information about this insolvency process may be found on the R3 website at www.creditorinsolvencyguide.co.uk/. A copy of 'A Creditors' Guide to Fees' together with Quantum Advisory Limited current and historic charge-out rate and expenses policies may be found at www.quantuma.com/guide/creditors-guide-fees. A hard copy of both the Creditors' Guide and the charge-out rate and expenses policies may be obtained on request.

Costs to Closure

Having regard for the costs that are likely to be incurred in bringing this Administration to a close, the Joint Administrators consider that the original expenses estimate is unlikely to be exceeded.

Other professional costs

Solicitors

As detailed above, neither New South Law nor Trowers & Hamlin are formally engaged or instructed by the Joint Administrators at this time. Should that change then details will be provided in a future report.

Creditors' rights to request information

Any secured creditor, or unsecured creditor with the support of at least 5% in value of the unsecured creditors or with permission of the Court, may request in writing the Joint Administrators to provide additional information regarding fees or expenses to that already supplied within this report. Such requests must be made within 21 days of receipt of this report.

Creditors' rights to challenge fees and/or expenses

Any secured creditor, or unsecured creditor with the support of at least 10% in value of the unsecured creditors or with permission of the Court, may apply to the Court for one or more orders, reducing the amount or the basis of fees which the Joint Administrators are entitled to charge or otherwise challenging some or all of the expenses incurred.

Such applications must be made within 8 weeks of receipt by the applicant(s) of the progress report detailing the fees and/or expenses being complained of.

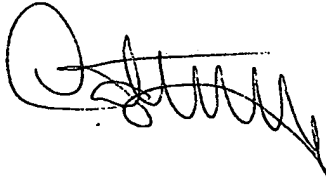
Please note that such challenges may not disturb fees or expenses (whether or not discharged from the estate) disclosed in prior progress reports.

CONCLUSION

The Administration will continue in order to finalise the following outstanding matters:

- Monitor the inter-company debtor positions and receive payment where possible;
- Introduce creditors to both New South Law and Trowers & Hamlin to provide assistance;
- If claims identified and funding provided, to progress the same for the benefit of creditors; and
- To exit the administration via liquidation in readiness for a possible distribution to creditors.

Should you have any queries in regard to any of the above please do not hesitate to contact Tom Lucas on 023 8033 6464 or by e-mail at tom.lucas@quantuma.com



Andrew Watling
Joint Administrator

The affairs, business and property of Prosperity St James House NMPI Ltd (in Administration) are managed by the Joint Administrators, who act as agents of the Company and without personal liability.

Appendix 1**Prosperity St James House NMPI Ltd
(IN ADMINISTRATION)****STATUTORY INFORMATION**

Company Name	Prosperity St James House NMPI Ltd
Proceedings	In Administration
Court	High Court of Justice
Court Reference	003935 of 2020
Date of Appointment	12 October 2020
Joint Administrators	Andrew Watling Simon Campbell Quantuma Advisory Limited Office D, Beresford House, Town Quay, Southampton, SO14 2AQ
Joint Administrators' functions	All functions, duties and powers may be exercised by either one or both of the Joint Administrators
Registered office address	c/o Quantuma Advisory Limited Office D, Beresford House, Town Quay, Southampton, SO14 2AQ
Company Number	12122996
Incorporation Date	25/07/2019
Appointment by	The Directors
Directors at date of Appointment	Edward Fowkes Gavin Barry
Directors' Shareholdings	Edward Fowkes (50%) Gavin Barry (50%)

Appendix 2**Prosperity St James House NMPI Ltd
(IN ADMINISTRATION)****THE JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT
AS 11 APRIL 2021**

RECEIPTS	Statement of Affairs (£)	Total (£)
Book Debts	Uncertain	0.00
Cash at Bank	100.00	100.20
		<hr/>
		100.20
		<hr/>
PAYMENTS		
		0.00
		<hr/>
Net Receipts/(Payments)		100.20
		<hr/>
MADE UP AS FOLLOWS		
Bank 1 Current		100.20
		<hr/>
		100.20
		<hr/>

**Prosperity St James House NMPI Ltd
(IN ADMINISTRATION)**

**DETAILED NARRATIVE LIST OF WORK UNDERTAKEN BY THE JOINT ADMINISTRATORS
DURING THE REVIEW PERIOD**

Description of work undertaken	Includes
<u>ADMINISTRATION & PLANNING</u>	
Initial Statutory and General Notifications & Filing e.g. Advertising the appointment, undertaking statutory notifications to Companies House, HMRC, the Pension Protection Fund, preparing the documentation and dealing with other notification of appointment	Filing of documents to meet statutory requirements Advertising in accordance with statutory requirements
Obtaining a specific penalty bond.	
Recovering & Scheduling the company's books and records.	Collection and making an inventory of company books and records
Setting up electronic case files and electronic case details on IPS.	
General Administration - Dealing with all routine correspondence and emails relating to the case.	
Case strategy & completing file reviews at 1 month, 3 months & 6 months.	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case Periodic file reviews 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
<u>CREDITORS</u>	
Dealing with creditor correspondence, emails and telephone conversations.	Receive and follow up creditor enquiries via telephone Review and prepare correspondence to creditors and their representatives via email and post
Committee Reporting	Reporting to committee members
Committee Meetings, Minutes & liaising with Committee members	Holding an initial meeting of the committee Seeking the committee's approval on case strategy Calling and holding meetings of the committee as required and the circumstances of the case dictate
Reviewing and adjudicating creditors' claims - adjudicating claims & requesting additional information in support of claims	Agreeing allocation of realisations and costs between fixed and floating charges Receipt of POD Adjudicating POD Request further information from claimants regarding POD Preparation of correspondence to claimant advising outcome of adjudication Seeking solicitors' advice on the validity of complex claims. Dealing with unclaimed dividends

Description of work undertaken	Includes
Dealing with HMRC/RPO claims	
Annual/Progress Reports	Preparing, circulating and filing progress reports. Disclosure of sales to connected parties
Initial Appointment Notification to Creditors - Preparing the documentation & sending out initial appointment notification to creditors	Preparing a fee estimate for inclusion with the report to creditors.
Para 49 Administrators' Proposals	
Para 53 Report of Initial Meeting/Deemed Approval Documentation	
<u>INVESTIGATIONS</u>	
SIP 2 Review - Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.	Correspondence to request information on the company's dealings, making further enquiries of third parties Reviewing questionnaires submitted by creditors and directors Reviewing company's books and records Liaising with the committee/creditors or major creditors about further action to be taken
CDDA Reports - Preparing a report or return on the conduct of the directors as required by the Company Directors Disqualification Act.	Preparing statutory investigation reports Liaising with Insolvency Service Submission of report with the Insolvency Service Assisting the Insolvency Service with its investigations
<u>REALISATION OF ASSETS</u>	
Debtors	Collecting supporting documentation Correspondence with debtors
Cash at Bank	Contacting the bank to arrange closure of the account and payment of the funds to the estate
<u>CASHIERING</u>	
Opening, maintaining and managing the Office Holders' cashbook and bank account.	Preparing correspondence opening and closing accounts Requesting bank statements Correspondence with bank regarding specific transfers Maintenance of the estate cash book
Dealing with cheque requisitions	Issuing cheques/BACS payments
Dealing with deposit forms	Banking remittances
Bank Reconciliations	
Preparing & Filing statutory Receipts & Payments accounts	Preparing and filing statutory receipts and payments accounts at Companies House

Current Charge-out Rates of the staff working on the case**Time charging policy**

Support staff and executive assistants do not charge their time to each case except when the initial set up is being performed or when a sizeable administrative task or appropriate ad hoc duty is being undertaken. Support staff include secretarial and administrative support. The minimum unit of time recorded is 6 minutes. Rates are likely to be subject to periodic increase.

Staff	Charge out rates
	£
Partners	480
Directors	480
Manager	310
Assistant Manager	275
Administrator	135
Assistant Administrator	100
Support Staff/Executive Assistant	100

**Prosperity St James House NMPI Ltd
(IN ADMINISTRATION)**

PROOF OF DEBT

Date of Administration: 12 October 2020

DETAILS OF CLAIM		
1.	Name of Creditor (if a company, its registered name)	
2.	Address of Creditor (i.e. principal place of business)	
3.	If the Creditor is a registered company: <ul style="list-style-type: none"> For UK companies: its registered number For other companies: the country or territory in which it is incorporated and the number if any under which it is registered The number, if any, under which it is registered as an overseas company under Part 34 of the Companies Act 	
4.	Total amount of claim, including any Value Added Tax, as at the date of administration, less any payments made after this date in relation to the claim, any deduction under R14.20 of the Insolvency (England & Wales) Rules 2016 and any adjustment by way of set-off in accordance with R14.24 and R14.25	£
5.	If the total amount above includes outstanding uncapitalised interest, please state	YES (£) / NO
6.	Particulars of how and when debt incurred	
7.	Particulars of any security held, the value of the security, and the date it was given	
8.	Details of any reservation of title in relation to goods to which the debt relates	
9.	Details of any document by reference to which the debt can be substantiated. [The administrator may call for any document or evidence to substantiate the claim at his discretion.]	
10.	Give details of whether the whole or any part of the debt falls within any (and if so which) of the categories of preferential debts under section 386 of, and schedule 6 to, the Insolvency Act 1986	Category Amount(s) claimed as preferential £
11.	If you wish any dividend payment that may be made to be paid in to your bank account please provide BACS details. Please be aware that if you change accounts it will be your responsibility to provide new information	Account No.: Account Name: Sort code:
AUTHENTICATION		
Signature of Creditor or person authorised to act on his behalf		
Name in BLOCK LETTERS		
Date		
If signed by someone other than the Creditor, state your postal address and authority for signing on behalf of the Creditor		
Are you the sole member of the Creditor?		YES / NO