

# LIQ13 (Scot)

## Notice of final account prior to dissolution in MVL



Companies House

For further information, please  
refer to our guidance at  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### 1 Company details

Company number S C 1 8 0 4 3 7

Company name in full Andstrat (No.422) Limited formerly known as Carnegie  
Enterprise Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Carrie

Surname James

### 3 Liquidator's address

Building name/number 4/2, 100 West Regent Street

Street

Post town Glasgow

County/Region

Postcode G 2 2 Q D

Country

### 4 Liquidator's name ①

Full forename(s)

Surname

#### ① Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address ②

Building name/number

Street

Post town

County/Region

Postcode

Country

#### ② Other liquidator

Use this section to tell us about  
another liquidator.

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6

## Final account

☒ I have delivered the final account of the winding up to the members in accordance with Section 94(2) and attach a copy.

7

## Sign and date

Liquidator's signature

Signature

X



X

Signature date

<sup>d</sup>  
2

<sup>d</sup>  
5

<sup>m</sup>  
0

<sup>m</sup>  
4

<sup>y</sup>  
2

<sup>y</sup>  
0

<sup>y</sup>  
2

<sup>y</sup>  
2

# LIQ13 (Scot)

## Notice of final account prior to dissolution in MVL



### 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

Mansi Vora

Company name

SKSi

Address

Unit 1, First Floor, Brook Business

Cowley Mill Road

Post town

Uxbridge

County/Region

Postcode

U B 8 2 F X

Country

DX

Telephone

0204 548 1000



### 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:

Centre

The Registrar of Companies, Companies House,  
Fourth floor, Edinburgh Quay 2,  
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF.  
DX ED235 Edinburgh.



### Further information

For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)

## Liquidator's Abstract of Receipts & Payments From 1 January 2022 To 25 April 2022

Declaration of Solvency	£	£	£
	ASSET REALISATIONS		
6,868.16	Stock	6,868.16	
1,944.30	Loans & Advances	1,944.30	
190,521.45	Book Debts	192,627.30	
	VAT Refund	88.18	
32,250.00	Other Property	32,250.00	
51,445.54	Cash at Bank	51,445.54	
	Funds from members	30,858.74	
			316,082.22
	COST OF REALISATIONS		
	Bordereau Premium	185.00	
	Professional Fees	300.00	
	Office Holders Fees	3,000.00	
(4,254.00)	Expenses of Liquidation	NIL	
	Storage Costs	60.00	
	Statutory Advertising	278.25	
	Sundry Expenses	110.00	
			(3,933.25)
	UNSECURED CREDITORS		
(54,959.00)	Trade Account	NIL	
(36,133.50)	Bills Payable	NIL	
(24,451.40)	Accrued Expenses	NIL	
(89,156.20)	Other Liabilities	NIL	
	HMRC	30,858.74	
			(30,858.74)
	DISTRIBUTIONS		
	Ordinary Shareholders	281,290.23	
			(281,290.23)
74,075.35			NIL

REPRESENTED BY

**NIL**

*[Handwritten signature]*

Carrie James  
Liquidator



**Andstrat (No.422) Limited  
(formerly known as Carnegie Enterprise Limited)  
In Members' Voluntary Liquidation**

**Liquidator's Final Account to Members**

**Pursuant to Section 92A (1) and 104A (2)  
The Insolvency (Scotland) (Receivership and Winding up) Rules 2018**

**For the Period from 1 January 2022 to 25 April 2022**

**Issued on: 25 April 2022**

**Delivered on: 27 April 2022**

## **CONTENTS**

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  - Share Capital
6. Dividends
7. Liquidator's Remuneration
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9. Summary

## **APPENDICES**

- a) Statutory Information
- b) Receipts and Payments Account
- c) Schedule of Liquidator's Time Costs
- d) A description of work undertaken in the Liquidation
- e) Further Information

## **1. INTRODUCTION**

- 1.1 Keith Anderson was appointed Liquidator of the Company on 1 January 2019 by resolution at a Meeting of Members held on 1 January 2019.
- 1.2 Keith Anderson retired from practice and was removed as Liquidator of the Company by Interlocutor of the Court of Session on 25 November 2020. I was appointed as a Liquidator on the same day.
- 1.3 This report should be read in conjunction with our previous reports.

## **2. LIQUIDATOR'S ACTIONS SINCE APPOINTMENT**

- 2.1 The Former Liquidator fulfilled the statutory duties in relation to statutory filings with Companies House and made arrangements to deregister the Company's VAT and tax registrations.
- 2.2 At the date of appointment, the Company had ceased trading with a number of asset categories and cash at bank recorded on the balance sheet. The members wished to accept a distribution in specie in relation to the assets with them acquiring the ability to realise the assets.
- 2.3 Distributions of £218,290.23 have been declared to members in accordance with their shareholding. Please refer to section 6.4 of this report for further information in this regard.
- 2.4 I have obtained written clearance from HM Revenue & Customs ("HMRC") in relation to VAT, PAYE and Corporation Tax.
- 2.5 There is certain work that I am required by the insolvency legislation to undertake in connection with the Liquidation that may provide no direct financial benefit for the creditors. A description of the work undertaken since my appointment as Liquidator is contained in Appendix D.

## **3. RECEIPTS AND PAYMENTS ACCOUNT**

- 3.1 My Receipts & Payments Account for the period from 1 January 2022 to 25 April 2022 is attached at Appendix B and incorporates a cumulative account for the period 1 January 2019 to 25 April 2022 being the duration of the Liquidation.

## **4. ASSET REALISATIONS**

### **Cash at Bank**

- 4.1. Cash at bank totaling £51,445.54, less the sums required to meet the costs and expenses of the Liquidation, was distributed in specie to members.

### **Book Debts**

- 4.2. The sum of £190,521.45 in relation to book debts was distributed in specie to members. An additional sum of £2,105.85 has been received in respect of a trade debtor.

### **Stock**

- 4.3. Stock valued at £6,868.16 was distributed in specie to members.

### **Other Property**

- 4.4. Artwork valued at £32,250.00 was distributed in specie to members.

### **Loans & Advances**

- 4.5 Inter-company loans of £1,944.30 were distributed in specie to members.

### **VAT Refund**

- 4.6 A VAT Refund of £88.18 has been received from HMRC during the final reporting period.

### **Funds from Members**

- 4.7 Funds amounting to £30,858.74 were received from members in cash to settle the Company's liability to HMRC, as detailed below.

## **5. LIABILITIES**

### **Secured Creditors**

- 5.1 An examination of the Company's mortgage register held by the Registrar of Companies, showed that the Company has no current charges over its assets.

### **Preferential Creditors**

- 5.2 There are no preferential creditors.

### **Unsecured Creditors**

- 5.3 A claim from HMRC has been received and paid in the sum of £30,858.74, being in relation to pre-appointment VAT and statutory interest.

### **Share Capital**

- 5.4 The Declaration of Solvency included shareholding of £1,000. The members of the Company signed a deed of indemnity prior to the Liquidation to enable a distribution in specie to be made prior to receiving the necessary tax clearances from HMRC.
- 5.5 Further details of distributions made are provided in section 6 below.

## **6. DIVIDENDS**

### **Secured Creditors**

- 6.1 I am not aware of any secured creditors.

### **Preferential Creditors**

- 6.2 I am not aware of any preferential creditors.

### **Unsecured Creditors**

- 6.3 As referred to section 5.3 above, payment has been made to HMRC in relation to pre appointment VAT and statutory interest totaling £30,858.74.



## Share Capital

6.4 The following distributions have been made to Members:

Shareholder	Shareholding (Ordinary shares)	Date of Dividend	Rate of Distribution per share £	Total Distribution £
Board Of Governors of Fife College	1,000	01/01/2019	268.12	268,119.70
Board Of Governors of Fife College	1,000	22/06/2020	13.00	13,000.00
Board Of Governors of Fife College	1,000	24/02/2022	0.17	170.53
<b>Total</b>				<b>281,290.23</b>

6.5 No further distributions will be made to members.

## 7. LIQUIDATOR'S REMUNERATION

- 7.1 The former Liquidator's fees were approved on a fixed fee basis of £3,000.00 plus VAT and disbursements on 1 January 2019. These fees have been drawn in full.
- 7.2 My time costs for the period from 1 January 2022 to 25 April 2022 are £1,316.00 representing 9.55 hours at an average charge out rate of £137.80 per hour.
- 7.2. Total time costs for the period 1 January 2019 to 25 April 2022 amount to £12,988.50, representing 85.84 hours work at an average charge out rate of £151.31 per hour.
- 7.3. A detailed schedule of the time spent by the grades of staff allocated to the Liquidation, together with the appropriate charge out rate and resulting cost, is detailed at Appendix C, in accordance with Statement of Insolvency Practice No 9. ("SIP 9").
- 7.4. Attached at Appendix D is a description of the work undertaken in the Liquidation.
- 7.5. SKSi's Practice Fee Recovery Policy can be found at: <https://www.sksi.co.uk/practice-fee-recovery-policy>.

## 8. LIQUIDATOR'S EXPENSES

8.1. Expenses totalling £933.25 have been incurred and drawn during the Liquidation as follows:

Type of expense	Reporting Period		Cumulative	
	Incurred £	Paid £	Incurred £	Paid £
Statutory Advertising	-	-	278.25	278.25
Bordereau Premium	-	-	185.00	185.00
Storage Costs	-	-	60.00	60.00
Professional Fees	-	-	300.00	300.00
Sundry Expenses	-	-	110.00	110.00
<b>Total</b>	-	-	<b>933.25</b>	<b>933.25</b>

- 8.2 Professional fees relate to pension agent costs as detailed below.
- 8.3 Sundry expenses relate to the cost incurred for using the former Liquidator's computer system, being a cost incurred per case of £110.
- 8.4 No category 2 disbursements have been incurred during the course of the Liquidation.
- 8.5 The former Liquidator engaged the following agents or professional advisors during the course of the Liquidation:

<b>Professional Advisor</b>	<b>Nature of Work</b>	<b>Basis of Fees</b>
Clumber Consultancy	Pension Report	Fixed fee plus VAT

- 8.6 The choice of professionals used was based on the perception of their experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of the fee arrangement with them. I have reviewed the fees charged and am satisfied that they are reasonable in the circumstances of this case.

## **9. SUMMARY**

- 9.1. The winding up of the Company is now for all practical purposes complete and I intend to deliver the final account by the date shown in the accompanying notice.
- 9.2. Further information about Members' rights and in general is attached at Appendix E.
- 9.3. If members have any queries regarding the conduct of the Liquidation, or if they want hard copies of any of the documents made available online, they should contact Mansi Vora by email at [mansi.vora@sksi.co.uk](mailto:mansi.vora@sksi.co.uk), or by phone on 0204 548 1000.



**Carrie James**  
**Liquidator**

## **APPENDIX A**

### **STATUTORY INFORMATION**

Company Name: Andstrat (No.422) Limited

Previous Name: Carnegie Enterprise Limited

Registered Number: SC180437

Date of Incorporation: 23 November 2012

Principal Trading Activity: Provision of conference facilities and training an

Registered Office: Unit 1 First Floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX

Former Registered Office: c/o mlm Solutions, 4/2 100 West Regent Street, Glasgow, G2 2QD

Trading Address: Fife College Pittsburgh Road, Halbeath, Dunfermline, Fife, United Kingdom, KY11 8DY

Directorships (previous 3 years):

<b>Directors</b>	<b>Appointed</b>	<b>Resigned</b>
Liam Gerard Frederick Hammond	23 November 2012	-

Share Capital: 1,000 ordinary shares of £1 each composed of 1,000 'A' Ordinary Shares

<b>Shareholders</b>	<b>No. of Shares Held</b>	<b>Percentage Held %</b>
Board of Governors of Fife College	1,000	100%

Charges: No charges registered

Liquidator: Carrie James

Liquidator's Address: SKSi Unit 1, First Floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX

Date of Appointment: 25 November 2020

Former Liquidator: Keith Anderson

Date of Appointment: 1 January 2019

Date of Resignation: 25 November 2020

**APPENDIX B**

**RECEIPTS AND PAYMENTS ACCOUNT**

**FOR THE PERIOD FROM 1 JANUARY 2022 TO 25 APRIL 2022**

**AND**

**FOR THE CUMULATIVE PERIOD FROM 1 JANUARY 2019 TO 25 APRIL 2022**

Andstrat (No.422) Limited formerly known as Carnegie Enterprise Limited  
(In Liquidation)

LIQUIDATOR'S RECEIPTS AND PAYMENTS ACCOUNT

	Declaration of Solvency £	From 01/01/2022 To 25/04/2022 £	From 01/01/2019 To 25/04/2022 £
<b>RECEIPTS</b>			
Stock	6,868.16	0.00	6,868.16
Loans & Advances	1,944.30	0.00	1,944.30
Book Debts	190,521.45	0.00	192,627.30
VAT Refund		0.00	88.18
Other Property	32,250.00	0.00	32,250.00
Cash at Bank	51,445.54	0.00	51,445.54
Funds from members		0.00	30,858.74
		<u>0.00</u>	<u>316,082.22</u>
<b>PAYMENTS</b>			
Bordereau Premium		0.00	185.00
Professional Fees		0.00	300.00
Office Holders Fees		0.00	3,000.00
Expenses of Liquidation	(4,254.00)	0.00	0.00
Storage Costs		0.00	60.00
Statutory Advertising		0.00	278.25
Sundry Expenses		0.00	110.00
Trade Account	(54,959.00)	0.00	0.00
Bills Payable	(36,133.50)	0.00	0.00
Accrued Expenses	(24,451.40)	0.00	0.00
Other Liabilities	(89,156.20)	0.00	0.00
HMRC		0.00	30,858.74
Ordinary Shareholders		170.53	281,290.23
		<u>170.53</u>	<u>316,082.22</u>
Net Receipts/(Payments)		<u>(170.53)</u>	<u>0.00</u>
<b>MADE UP AS FOLLOWS</b>			
Bank 1 Current		(170.53)	0.00
		<u>(170.53)</u>	<u>0.00</u>



Carrie James  
Liquidator

**APPENDIX C**

**SCHEDULE OF LIQUIDATOR'S TIME COSTS**

**FOR THE PERIOD FROM 1 JANUARY 2022 TO 25 APRIL 2022**

**AND**

**FOR THE CUMULATIVE PERIOD FROM 1 JANUARY 2019 TO 25 APRIL 2022**

# Time Entry - Detailed SIP9 Time & Cost Summary

ECAR293537 - Andstrat (No.422) Limited formerly known as Carnegie Enterprise Limited  
From: 01/01/2022 To: 25/04/2022  
All Post Appointment Project Codes

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Junior Administrator	Senior Administrator	Total Hours	Time Cost (£)	Average Hourly Rate (£)
AP1 (NEW) : Case Planning & Strategy	0.00	0.00	0.00	4.45	0.00	0.00	4.45	526.00	118.20
AP4 (NEW) : Statutory Duties	0.00	1.00	0.00	1.80	0.00	0.00	2.80	526.00	187.86
AP5 (NEW) : Cashiering	0.00	0.00	0.00	1.60	0.00	0.00	1.60	180.00	112.50
Administration & Planning	0.00	1.00	0.00	7.85	0.00	0.00	8.85	1,232.00	139.21
CR6 (NEW) : Distribution to Shareholders	0.00	0.00	0.00	0.70	0.00	0.00	0.70	84.00	120.00
Creditors	0.00	0.00	0.00	0.70	0.00	0.00	0.70	84.00	120.00
Total Hours	0.00	1.00	0.00	8.55	0.00	0.00	9.55	1,316.00	137.80
Total Fees Claimed								1,500.00	

Time Entry - Detailed SIP9 Time & Cost Summary

ECAR293537 - Andstrat (No.422) Limited formerly known as Carnegie Enterprise Limited  
From: 01/01/2019 To: 25/04/2022  
All Post Appointment Project Codes

Classification of Work Function	Partner	Manager	Other Senior Professionals	Assistants & Support Staff	Junior Administrator	Senior Administrator	Total Hours	Time Cost (£)	Average Hourly Rate (£)
100 : Admin and Planning	0.50	10.60	0.00	12.90	0.00	0.00	24.00	3,232.50	134.69
101 : Case Set-up	0.00	0.20	0.00	0.00	0.00	0.00	0.20	57.00	285.00
102 : Case Strategy & Planning	0.00	0.00	0.00	0.90	0.00	0.00	0.90	54.00	60.00
103 : Statutory/Meetings	0.00	1.10	0.00	0.00	0.00	0.00	1.10	295.50	268.64
104 : Receipts & Payments	0.00	0.00	0.00	1.20	0.00	0.00	1.20	72.00	60.00
105 : Taxation	0.00	0.80	0.00	3.58	0.00	0.00	4.38	424.80	96.99
106 : Firm's Administration	0.00	0.00	0.00	0.51	0.00	0.00	0.51	51.20	100.39
Admin and Planning	0.50	12.70	0.00	19.09	0.00	0.00	32.29	4,187.00	129.67
ADM : Administration & Planning	2.70	3.60	1.00	2.70	0.00	0.00	10.00	2,125.00	212.50
AP1 (NEW) : Case Planning & Strategy	0.00	0.00	0.00	17.25	0.00	0.20	17.45	2,003.00	114.79
AP3 (NEW) : Case Monitoring	0.00	0.00	0.00	0.00	0.00	0.40	0.40	30.00	75.00
AP4 (NEW) : Statutory Duties	0.00	3.60	0.00	1.80	0.00	0.00	5.40	1,332.00	246.67
AP5 (NEW) : Cashiering	0.00	0.00	0.00	7.10	0.00	0.00	7.10	774.00	109.01
AP6 (NEW) : Tax Returns	0.00	0.20	0.00	0.00	0.00	0.40	0.60	92.00	153.33
Administration & Planning	2.70	7.40	1.00	28.85	0.00	1.00	40.95	6,356.00	155.21
600 : Case Specific Matters	0.00	0.80	0.00	0.00	0.00	0.00	0.80	156.00	195.00
601 : Communication with Director	0.20	1.00	0.00	0.00	0.00	0.00	1.20	260.00	216.67
CSM : Case Specific Matters	0.00	0.70	0.00	1.00	0.00	0.00	1.70	196.50	115.59
Case Specific Matters	0.20	2.50	0.00	1.00	0.00	0.00	3.70	612.50	165.54
C : Creditors	1.80	2.50	0.00	0.00	0.00	0.00	4.30	1,099.50	255.70
CR6 (NEW) : Distribution to Shareholders	0.00	0.10	0.00	2.20	0.00	0.00	2.30	285.00	123.91
500 : Creditors	0.00	1.40	0.00	0.00	0.00	0.00	1.40	282.00	201.43
501 : Reporting	0.00	0.00	0.00	0.20	0.00	0.00	0.20	12.00	60.00
507 : Distributions	0.00	0.60	0.00	0.00	0.00	0.00	0.60	126.00	210.00
Creditors	1.80	4.60	0.00	2.40	0.00	0.00	8.80	1,804.50	205.06
RA : Realisation of Assets	0.00	0.10	0.00	0.00	0.00	0.00	0.10	28.50	285.00
Realisation of Assets	0.00	0.10	0.00	0.00	0.00	0.00	0.10	28.50	285.00
Total Hours	5.20	27.30	1.00	51.34	0.00	1.00	85.84	12,988.50	151.31
Total Fees Claimed								1,500.00	



## **APPENDIX D**

### **A DESCRIPTION OF ROUTINE WORK UNDERTAKEN IN THE LIQUIDATION**

#### **Administration**

This represents the work involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder and their managers. It does not give direct financial benefit to the creditors but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

- Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case
- Setting up electronic case files
- Setting up the case on the practice's electronic case management system and entering data
- Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment
- Obtaining a specific penalty bond
- Convening and holding a general meeting of Members (as applicable)
- Dealing with all routine correspondence and emails relating to the case
- Opening, maintaining and managing the office holder's estate bank account
- Creating, maintaining and managing the office holder's cashbook
- Undertaking regular bank reconciliations of the bank account containing estate funds
- Reviewing the adequacy of the specific penalty bond on a quarterly basis
- Undertaking periodic reviews of the progress of the case
- Overseeing and controlling the work done on the case-by-case administrators
- Preparing, reviewing and issuing annual progress reports to Members
- Filing returns at Companies House
- Preparing and filing VAT returns
- Preparing and filing Corporation Tax returns

#### **Members**

- Distribution of dividend to the members

## **APPENDIX E**

### **FURTHER INFORMATION**

#### **Members Rights**

1. A copy of 'A Members' Guide to Liquidators' Fees' is available at <http://www.creditorinsolvencyguide.co.uk/getting-involved/#creditorapproval>.
2. There are different versions of these Guidance Notes, and in this case please refer to the Creditors Guide to Liquidators Fees Effective from 6 April 2017.
3. In addition, SKSi's Practice Fee Recovery Policy can be found at <https://www.sksi.co.uk/practice-fee-recovery-policy>.
4. A Member may, with the permission of the court or with at least 5% of the total voting rights of all the Members having the right to vote at general meetings of the company request further details of the Liquidator's remuneration and expenses, within 21 days of receipt of this report.
5. A Member may, with the permission of the court or with at least 10% of the total voting rights of all the Members having the right to vote at general meetings of the company, apply to Court to challenge the amount of remuneration charged by the Liquidator as being excessive, and/or the basis of the Liquidator's remuneration, and/or the amount of the expenses incurred as being excessive, within 8 weeks of their receipt of this report.

#### **Complaints Procedure**

1. At SKSi 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 are acting, you should, in the first instance, put details of your complaint in writing to our complaints officer Carrie James of SKSi, Unit 1 First floor, Brook Business Centre, Cowley Mill Road, Uxbridge, UB8 2FX. This will formally invoke our complaints procedure and we will endeavour to deal with your complaint under the supervision of a senior partner unconnected with the appointment.
2. Most disputes can be resolved amicably either through the provision of further information or following negotiations. However, in the event that you have exhausted our complaints procedure and you are not satisfied that your complaint has been resolved or dealt with appropriately, you may complain to the regulatory body that licences the insolvency practitioner concerned. Any such complaints should be addressed to The Insolvency Service, IP Complaints, 3rd Floor, 1 City Walk, Leeds, LS11 9DA; or you may email [ip.complaints@insolvency.gsi.gov.uk](mailto:ip.complaints@insolvency.gsi.gov.uk); or you may phone 0300 678 0015 - calls are charged at between 1p and 10.5p per minute from a land line, for mobiles, between 12p and 41p per minute if you're calling from the UK.

#### **Data Protection**

1. Following the UK's exit from the EU, the UK is now subject to UK GDPR which sits alongside the Data Protection Act 2018 ("GDPR"), and I would like to draw your attention to the following:
2. In providing our services, we act as an independent data controller in relation to client personal data, i.e., we are an organisation who decides the purpose for which any personal data is to be processed and the way in which it is to be processed.

The term 'personal data' means any information relating to a living individual, natural person (data subject).

3. SKSi is committed to compliance with GDPR, together with any applicable national laws, regulations and secondary legislation in the UK relating to the processing of personal data.
4. We rely upon our legitimate interest in processing your data in ways which you would reasonably expect, where processing is necessary in our insolvency appointments and where our interests do not affect your interests, rights or freedoms. We are committed to safeguarding the privacy and security of any personal data which we process for this reason.
5. For further information on how we deal with personal data please see our privacy policy which can be found here: <https://www.sksi.co.uk/privacy-policy>.
6. Should creditors have any queries regarding the use of their personal data please contact us on 0204 548 1000 or via email at [mansi.vora@sksi.co.uk](mailto:mansi.vora@sksi.co.uk).

### **General Information**

1. To comply with the Provision of Services Regulations, some general information about SKSi, including about our complaints policy and Professional Indemnity Insurance and the Insolvency Code of Ethics, can be found at <https://www.sksi.co.uk/terms-and-conditions>.