

Rule 4.223 - CVL

The Insolvency Act 1986

**Liquidator's Statement of
Receipts and Payments
Pursuant to Section 192 of
The Insolvency Act 1986****S.192**

To the Registrar of Companies

For Official Use

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Company Number

05182580

Name of Company

Offices Please Limited

I / We
Peter John Windatt
100-102, St James Road
Northampton
NN5 5LF

Rebecca Jane Dacre
100-102, St James Road
Northampton
NN5 5LF

the liquidator(s) of the company attach a copy of my/our statement of receipts and
payments under section 192 of the Insolvency Act 1986

Signed



Date

22/6/10

BRI Business Recovery & Insolvency
100-102, St James Road
Northampton
NN5 5LF

Ref 5844/PJW/RD/IC/AS/DMH

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For Official Use



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22/06/2010
COMPANIES HOUSE

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TUESDAY

Statement of Receipts and Payments under section 192 of the Insolvency Act 1986

Name of Company	Offices Please Limited
Company Registered Number	05182580
State whether members' or creditors' voluntary winding up	Creditors
Date of commencement of winding up	23 June 2009
Date to which this statement is brought down	22 June 2010
Name and Address of Liquidator	
Peter John Windatt 100-102, St James Road Northampton NN5 5LF	Rebecca Jane Dacre 100-102, St James Road Northampton NN5 5LF

NOTES

You should read these notes carefully before completing the forms. The notes do not form part of the return to be sent to the registrar of companies.

Form and Contents of Statement

(1) Every statement must contain a detailed account of all the liquidator's realisations and disbursements in respect of the company. The statement of realisations should contain a record of all receipts derived from assets existing at the date of the winding up resolution and subsequently realised, including balance at bank, book debts and calls collected, property sold etc., and the account of disbursements should contain all payments of costs, charges and expenses, or to creditors or contributories. Receipts derived from deposit accounts and money market deposits are to be included in the 'balance at bank'. Only actual investments are to be included in the 'amounts invested' section in the analysis of balance on page 5 of the form. Where property has been realised, the gross proceeds of sale must be entered under realisations and the necessary payments incidental to sales must be entered as disbursements. A payment into the Insolvency Services Account is not a disbursement and should not be shown as such, nor are payments into a bank, building society or any other financial institution. However, the interest received on any investment should be shown in the realisations. Each receipt and payment must be entered in the account in such a manner as sufficiently to explain its nature. The receipts and payments must severally be added up at the foot of each sheet and the totals carried forward from one account to another without any intermediate balance, so that the gross totals represent the total amounts received and paid by the liquidator respectively.

Trading Account

(2) When the liquidator carries on a business, a trading account must be forwarded as a distinct account, and the total of receipts and payments on the trading account must alone be set out in this statement.

Dividends

(3) When dividends, instalments of compositions, etc. are paid to creditors or a return of surplus assets is made to contributories, the total amount of each dividend, etc. actually paid, must be entered in the statement of disbursements as one sum, and the liquidator must forward separate accounts showing in lists the amount of the claim of each creditor, and the amount of dividend, etc. payable to each creditor or contributory.

(4) When unclaimed dividends, etc. are paid into the Insolvency Services Account, the total amount so paid in should be entered in the statement of disbursements as one sum. The items to be paid in relation to unclaimed dividends should first be included in the realisations side of the account.

(5) Credit should not be taken in the statement of disbursements for any amount in respect of liquidator's remuneration unless it has been duly allowed by resolutions of the liquidation committee or of the creditors or of the company in general meeting, or by order of the court as the case may require, or is otherwise allowable under the provisions of the Insolvency Rules.

Liquidator's statement of account
under section 192 of the Insolvency Act 1986

Realisations			
Date	Of whom received	Nature of assets realised	Amount
		Brought Forward	3,190 94
24/06/2009	Whittle Jones Group Limited	Book debts	172 50
30/06/2009	Citibase Plc	Book debts	138 00
30/06/2009	Carlton Business and Technology Cen	Book debts	48 88
09/07/2009	Britten & Co	Website	2,000 00
09/07/2009	Britten & Co	VAT Payable	300 00
09/07/2009	Britten & Co	Office equipment	250 00
09/07/2009	Britten & Co	VAT Payable	37 50
09/07/2009	Worspace Group Plc	Book debts	86 25
09/07/2009	Business Environment City Ltd	Book debts	654 12
09/07/2009	The Finsbury Bus Centre	Book debts	103 50
13/07/2009	Office Suites U K Limited	Book debts	40 25
30/07/2009	Workspace Group Plc	Book debts	86 25
07/08/2009	Easylet Offices Limited	Book debts	299 89
07/08/2009	Finsbury Business Centre Ltd	Book debts	103 50
07/08/2009	Whittle Jones Group Limited	Book debts	172 50
20/08/2009	United Workspace Limited	Book debts	123 28
20/08/2009	Cardiff Executive Centre Ltd	Book debts	68 66
13/10/2009	Finsbury Business Centre Ltd	Book debts	155 25
13/10/2009	Omnibus Workspace Ltd	Book debts	184 92
15/12/2009	Workspace Management	Book debts	86 25
19/04/2010	D Ellis	Office equipment	250 00
28/05/2010	Yorkshire Bank plc	Bank interest gross	0 04
Carried Forward			8,552 48

NOTE No balance should be shown on this account but only the total realisations and disbursements which should be carried forward to the next account

Disbursements			
Date	To whom paid	Nature of disbursements	Amount
		Brought Forward	243 59
08/07/2009	Courts Advertising Limited	Statutory Advertising	333 36
08/07/2009	Courts Advertising Limited	VAT Receivable	50 01
09/07/2009	Britten & Co	Agents/Valuers fees	587 50
09/07/2009	Britten & Co	VAT Receivable	88 12
16/07/2009	BRI (UK) Ltd	Preparation of S of A	4,000 00
16/07/2009	BRI (UK) Ltd	VAT Receivable	600 00
21/07/2009	Willis Ltd	Indemnity Bond	63 00
21/07/2009	Willis Ltd	Indemnity Bond	63 00
07/08/2009	Sarah Ellis	Debtor collection commisssion	57 59
20/08/2009	Sarah Ellis	Debtor collection commisssion	19 19
25/08/2009	BRI (UK) Ltd	Liquidator's Remuneration	1,200 00
25/08/2009	BRI (UK) Ltd	VAT Receivable	180 00
13/10/2009	Sarah Ellis	Debtor collection commisssion	34 01
Carried Forward			7,519 37

NOTE No balance should be shown on this account but only the total realisations and disbursements which should be carried forward to the next account

Analysis of balance

Total realisations	£	8,552 48
Total disbursements		7,519 37
Balance £		1,033 11
This balance is made up as follows		
1 Cash in hands of liquidator		0 00
2 Balance at bank		1,033 11
3 Amount in Insolvency Services Account		0 00
4 Amounts invested by liquidator	£	0 00
Less The cost of investments realised		0 00
Balance		0 00
5 Accrued Items		0 00
Total Balance as shown above		1,033 11

NOTE - Full details of stocks purchased for investment and any realisation of them should be given in a separate statement

The Liquidator should also state -

- (1) The amount of the estimated assets and liabilities at the date of the commencement of the winding up
- | | |
|---|------------|
| | £ |
| Assets (after deducting amounts charged to secured creditors including the holders of floating charges) | 8,691 00 |
| Liabilities - Fixed charge creditors | 0 00 |
| Floating charge holders | 0 00 |
| Preferential creditors | 0 00 |
| Unsecured creditors | 118,295 00 |
- (2) The total amount of the capital paid up at the date of the commencement of the winding up -
- | | |
|---|----------|
| Paid up in cash | 1,000 00 |
| Issued as paid up otherwise than for cash | 0 00 |
- (3) The general description and estimated value of any outstanding assets (if there is insufficient space here, attach a separate sheet)
- None
- (4) Why the winding up cannot yet be concluded
- Closing procedures to be carried out
- (5) The period within which the winding up is expected to be completed
- 6 months