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| --- | --- | --- |
| Court title |       |  |
| Court case number |       |  |
| Full name of Bankrupt |       |  |
| Any other names of Bankrupt |       | \*Other names which the Bankrupt has been known |
| Residential address of Bankrupt |       |  |
| Any other residential addresses of Bankrupt |       |  \*Any other address at which the Bankrupt has resided in the period of 12 months before themaking of the bankruptcy order |
| Trading names or styles |       | \*Name or style (other than the Bankrupt’s own name) |
| Trading address of Bankrupt |       | \*Any principal trading address if different from the Bankrupt’s residential address |
| Date of birth of Bankrupt |       |  |
| Occupation of Bankrupt |       |  |
| Date of appointment |       |  |
| Purpose of Meeting |       |  |
| Date of Meeting |       |  |
| Time of Meeting |       |  |
| How creditors can access the virtual meeting |       | \*Please insert meeting access details |
| Place at which proxies and proofs must be lodged |       |  |
| Deadline for proofs and proxies | 16:00 on the business day before the meeting |
| Who convened the meeting? |       | \*Amend if required  |
| Has the meeting been convened on the request of one or more of the creditors? | Yes / No\*\*delete as applicable | If yes, under what section of the Act? | Section       | If yes, the following text will be added to the advert in accordance with Rule 15.13(2):[The meeting has been convened at the request of one or more creditors under section {SectionOfAct} of the Insolvency Act 1986]\* |
| Name, IP number, firm and address of Office Holder 1 |       (IP No.      ),       |  |
| Name, IP number, firm and address of Office Holder 2 |       (IP No.      ),       |  |
| E-mail address or telephone number for contact | Email -      , Telephone -       |  |
| Alternative person to contact with enquiries about the case |       |  |
| Standard Advert Wording | NOTICE IS HEREBY GIVEN that a meeting of creditors is to be held on {Date\_of\_Meeting} at {Time\_of\_Meeting}, for the purpose of {Meeting\_Purpose}. Creditors can access the virtual meeting as follows: {Necessary\_Information\_To\_Access\_Meeting}In order to be entitled to vote creditors must deliver proxies and proofs to {Place\_at\_which\_proxies\_and\_proofs\_must\_be\_lodged} by 16:00 on the business day before the meeting. The convener of the meeting is {Who\_convened\_the\_meeting}[Rule 15.13(2)(b) paragraph to appear here if appropriate]NOTE: the meeting may be suspended or adjourned by the chair of the meeting(and must be adjourned if it is so resolved at the meeting). |
| Where is this notice to be published? | **The London Gazette****(if additional publicity required give details here)** |  |