|  |  |  |
| --- | --- | --- |
| Court title |  |  |
| Court case number |  |  |
| Registered name of Company |  |  |
| Former registered names |  | \*Registered names in the past 12 months |
| Trading names or styles |  | \*Other name/ style (not being registered name) |
| Registered number |  |  |
| Registered office |  |  |
| Principal trading address |  | \*If address is different to the registered office |
| Date of appointment |  |  |
| Address to which Members should write |  |  |
| Name, IP number, firm and address of Office Holder 1 | (IP No.      ), |  |
| Name, IP number, firm and address of Office Holder 2 | (IP No.      ), |  |
| Name, IP number, firm and address of Office Holder 3 | (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 the {AdministratorWording} {UndertakeWording} to provide a copy of the statement of proposals for achieving the purpose of administration free of charge to any member of the company who applies in writing to {Address\_to\_which\_Members\_should\_write}. | |
| Where is this notice to be published? | **The Edinburgh Gazette**  **(if additional publicity required give details here)** | \*to “be advertised in such manner as the administrator thinks fit”. |