|  |  |  |
| --- | --- | --- |
| 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 |       |  |
| Proposed Decision  |       |  |
| Convenor of the decision procedure |       |  |
| Deadline for proofs and votes | By no later than 23.59 hours on       |  |
| Place where proofs and votes must be delivered |       |  |
| 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 decision by correspondence procedure is to be used to seek a decision from the creditors of the Company on {Proposed\_Decision}. In order to be entitled to vote creditors must deliver their proofs and votes to {Place\_where\_proofs\_and\_votes\_must\_be\_delivered} by no later than 23.59 hours on {Deadline\_for\_proofs\_and\_votes}The Convenor of the decision procedure is: {Convenor\_of\_the\_decision\_procedure} |
| Where is this notice to be published? | **The Edinburgh Gazette****(if additional publicity required give details here)** |  |