Appendix 3 - Proxy Form

Rule 16.1

Insolvency Act 1986

Proxy (Administration)

Park First Freeholds Limited (in administration)

Name of Creditor

________________________________________________________________________

Address

________________________________________________________________________

Please insert name of person (who must be 18 or over) or “Chairman of the Meeting”. If you wish to provide for alternative proxy holders in the circumstances that your first choice is unable to attend please state the name(s) of the alternatives as well

Name of Proxy Holder

1 _______________________________________________________________________

2 _______________________________________________________________________

3 _______________________________________________________________________

I appoint the above person to be my/the creditor’s proxy holder at the meeting of creditors to be held on Monday 25 November 2019 or at any adjournment of that meeting. The proxy holder is to propose or vote as instructed below (and in respect of any decision for which no specific instruction is given, may vote or abstain at his/her discretion).

1 That the Joint Administrators’ proposals be approved. For/Against*

*Please delete as appropriate

2 Under Rule 3.39, that a creditors’ committee should NOT be established unless sufficient, eligible creditors are willing to be members of a committee. For/Against*
3 Under Rule 3.52 of the Insolvency (England and Wales) Rules 2016 and, in the absence of a Creditors’ Committee, the unpaid pre-administration costs as detailed in the Joint Administrators’ Report and Statement of Proposals be approved.

For/Against*

4 Under Rule 18.16 of the Insolvency (England and Wales) Rules 2016 and in the absence of a Creditors’ Committee, the remuneration of the Joint Administrators be fixed by reference to time properly given by them and their staff in attending to matters arising in the Administration and estimated to total £60,300 in the first year.

Further approval will be required for any subsequent periods and if the time costs in the first year exceed these amounts

For/Against*

5 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Joint Administrators be authorised to draw remuneration as and when funds are available.

For/Against*

6 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Joint Administrators be authorised to draw Category 2 disbursements (as explained in Appendix VII of the Proposals) in accordance with their firm’s published tariff.

For/Against*

7 The Joint Administrators will be discharged from liability under Paragraph 98(2) of Schedule B1 to the Insolvency Act 1986 immediately upon their appointment as Joint Administrators ceasing to have effect.

For/Against*

8 For the appointment of [nominee]______________________________
of [the following address / firm]__________________________________
representing [creditors’ name] ______________________________________
as a member of the creditors’ committee

For/Against*

Proposed Modifications to the Joint Administrators’ proposals:

9 That the Joint Administrators will continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that they:

i. Deal with any creditor queries, monitor creditor claims received and update their records accordingly; and

ii. Perform their statutory duties and do all such things as required by regulation in order to achieve the purpose of the Administration or to protect and preserve the records and assets of the Company.

For/Against*
10  The Joint Administrators shall file at the Registrar of Companies form AM22, Notice to move the Company from Administration to Creditors Voluntary Liquidation by no later than 10 December 2019.

For/Against*

11  That Carl S Jackson of Quantuma LLP and Christopher Benjamin Barrett of Dow Schofield & Watts be appointed as Joint Liquidators in the event that the Administration moves to Creditors Voluntary Liquidation or be proposed as Joint Liquidators where a winding up order is made and that during the period of liquidation, any act required or authorised under any enactment to be done by the Joint Liquidators may be carried out by both or either of them, or by one or both of the persons for the time being holding that office in succession to them.

For/Against

This form must be signed

Signature ________________________________

Date _______/_______/________

Name in CAPITAL LETTERS

_____________________________________

Only to be completed if the creditor has not signed in person

Position with creditor or relationship to creditor or other authority for signature

_____________________________________

Tick if the signatory is the sole member / shareholder of a body corporate

☐
Rule 16.1

Insolvency Act 1986

Proxy (Administration)

Help Me Park Gatwick Limited (in administration)

Name of Creditor

________________________________________________________________________

Address

________________________________________________________________________

Please insert name of person (who must be 18 or over) or “Chairman of the Meeting”. If you wish to provide for alternative proxy holders in the circumstances that your first choice is unable to attend please state the name(s) of the alternatives as well

Name of Proxy Holder

1 ______________________________________________________________________

2 ______________________________________________________________________

3 ______________________________________________________________________

Please delete words in brackets if the proxy holder is only to vote as directed i.e. he has no discretion

I appoint the above person to be my/the creditor’s proxy holder at the meeting of creditors to be held on Monday 25 November 2019 or at any adjournment of that meeting. The proxy holder is to propose or vote as instructed below (and in respect of any decision for which no specific instruction is given, may vote or abstain at his/her discretion).

1 That the Joint Administrators’ proposals be approved. For/Against*

*Please delete as appropriate

2 Under Rule 3.39, that a creditors’ committee should NOT be established unless sufficient, eligible creditors are willing to be members of a committee. For/Against*
3 Under Rule 3.52 of the Insolvency (England and Wales) Rules 2016 and, in the absence of a Creditors’ Committee, the unpaid pre-administration costs as detailed in the Joint Administrators’ Report and Statement of Proposals be approved.

For/Against*

4 Under Rule 18.16 of the Insolvency (England and Wales) Rules 2016 and in the absence of a Creditors’ Committee, the remuneration of the Joint Administrators be fixed by reference to time properly given by them and their staff in attending to matters arising in the Administration and estimated to total £60,300 in the first year. Further approval will be required for any subsequent periods and if the time costs in the first year exceed these amounts

For/Against*

5 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Joint Administrators be authorised to draw remuneration as and when funds are available.

For/Against*

6 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Joint Administrators be authorised to draw Category 2 disbursements (as explained in Appendix VII of the Proposals) in accordance with their firm’s published tariff.

For/Against*

7 The Joint Administrators will be discharged from liability under Paragraph 98(2) of Schedule B1 to the Insolvency Act 1986 immediately upon their appointment as Joint Administrators ceasing to have effect.

For/Against*

8 For the appointment of [nominee]____________________________________

of [the following address / firm]____________________________________

representing [creditors’ name]____________________________________

as a member of the creditors’ committee

For/Against*

Proposed Modifications to the Joint Administrators’ proposals:

9 That the Joint Administrators will continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that they:

i. Deal with any creditor queries, monitor creditor claims received and update their records accordingly; and

ii. Perform their statutory duties and do all such things as required by regulation in order to achieve the purpose of the Administration or to protect and preserve the records and assets of the Company.

For/Against*
10 The Joint Administrators shall file at the Registrar of Companies form AM22, Notice to move the Company from Administration to Creditors Voluntary Liquidation by no later than 10 December 2019.

For/Against*

11 That Carl S Jackson of Quantuma LLP and Christopher Benjamin Barrett of Dow Schofield & Watts be appointed as Joint Liquidators in the event that the Administration moves to Creditors Voluntary Liquidation or be proposed as Joint Liquidators where a winding up order is made and that during the period of liquidation, any act required or authorised under any enactment to be done by the Joint Liquidators may be carried out by both or either of them, or by one or both of the persons for the time being holding that office in succession to them.

For/Against

This form must be signed

Signature _______________________________

Date _______/_______/_______

Name in CAPITAL LETTERS

________________________________________

Only to be completed if the creditor has not signed in person

Position with creditor or relationship to creditor or other authority for signature

________________________________________

Tick if the signatory is the sole member / shareholder of a body corporate

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Rule 16.1

Insolvency Act 1986

Proxy (Administration)

Park First Glasgow Rentals Limited (in administration)

Name of Creditor

Address

Please insert name of person (who must be 18 or over) or “Chairman of the Meeting”. If you wish to provide for alternative proxy holders in the circumstances that your first choice is unable to attend please state the name(s) of the alternatives as well

Name of Proxy Holder

1

2

3

Please delete words in brackets if the proxy holder is only to vote as directed i.e. he has no discretion

I appoint the above person to be my/the creditor’s proxy holder at the meeting of creditors to be held on Monday 25 November 2019 or at any adjournment of that meeting. The proxy holder is to propose or vote as instructed below (and in respect of any decision for which no specific instruction is given, may vote or abstain at his/her discretion).

1 That the Joint Administrators’ proposals be approved.

2 Under Rule 3.39, that a creditors’ committee should NOT be established unless sufficient, eligible creditors are willing to be members of a committee.

*Please delete as appropriate

For/Against*
3 Under Rule 3.52 of the Insolvency (England and Wales) Rules 2016 and, in the absence of a Creditors’ Committee, the unpaid pre-administration costs as detailed in the Joint Administrators’ Report and Statement of Proposals be approved.

For/Against*

4 Under Rule 18.16 of the Insolvency (England and Wales) Rules 2016 and in the absence of a Creditors’ Committee, the remuneration of the Joint Administrators be fixed by reference to time properly given by them and their staff in attending to matters arising in the Administration and estimated to total in the first year as £524,027.50.

Further approval will be required for any subsequent periods and if the time costs in the first year exceed these amounts

For/Against*

5 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Joint Administrators be authorised to draw remuneration as and when funds are available.

For/Against*

6 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Joint Administrators be authorised to draw Category 2 disbursements (as explained in Appendix VII of the Proposals) in accordance with their firm’s published tariff.

For/Against*

7 The Joint Administrators will be discharged from liability under Paragraph 98(2) of Schedule B1 to the Insolvency Act 1986 immediately upon their appointment as Joint Administrators ceasing to have effect.

For/Against*

8 For the appointment of [nominee]__________________________________________

of [the following address / firm]__________________________________________

representing [creditors’ name]__________________________________________

as a member of the creditors’ committee

For/Against*

Proposed Modifications to the Joint Administrators’ proposals:

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i. Deal with any creditor queries, monitor creditor claims received and update their records accordingly; and

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For/Against*
10 The Joint Administrators shall file at the Registrar of Companies form AM22, Notice to move the Company from Administration to Creditors Voluntary Liquidation by no later than 10 December 2019.

For/Against*

11 That Carl S Jackson of Quantuma LLP and Christopher Benjamin Barrett of Dow Schofield & Watts be appointed as Joint Liquidators in the event that the Administration moves to Creditors Voluntary Liquidation or be proposed as Joint Liquidators where a winding up order is made and that during the period of liquidation, any act required or authorised under any enactment to be done by the Joint Liquidators may be carried out by both or either of them, or by one or both of the persons for the time being holding that office in succession to them.

For/Against

This form must be signed

Signature _______________________________

Date _______/_______/_______

Name in CAPITAL LETTERS

________________________________________

Only to be completed if the creditor has not signed in person

Position with creditor or relationship to creditor or other authority for signature

________________________________________

Tick if the signatory is the sole member / shareholder of a body corporate

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Rule 16.1

Insolvency Act 1986

Proxy (Administration)

Park First Gatwick Rentals Limited (in administration)

Name of Creditor

Address

Name of Proxy Holder

1 ___________________________________________________________________
2 ___________________________________________________________________
3 ___________________________________________________________________

Please insert name of person (who must be 18 or over) or “Chairman of the Meeting”. If you wish to provide for alternative proxy holders in the circumstances that your first choice is unable to attend please state the name(s) of the alternatives as well.

I appoint the above person to be my/the creditor’s proxy holder at the meeting of creditors to be held on Monday 25 November 2019 or at any adjournment of that meeting. The proxy holder is to propose or vote as instructed below (and in respect of any decision for which no specific instruction is given, may vote or abstain at his/her discretion).

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*Please delete as appropriate  

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3 Under Rule 3.52 of the Insolvency (England and Wales) Rules 2016 and, in the absence of a Creditors’ Committee, the unpaid pre-administration costs as detailed in the Joint Administrators’ Report and Statement of Proposals be approved.

For/Against *

4 Under Rule 18.16 of the Insolvency (England and Wales) Rules 2016 and in the absence of a Creditors’ Committee, the remuneration of the Joint Administrators be fixed by reference to time properly given by them and their staff in attending to matters arising in the Administration and estimated to total £524,027.50 in the first year.

Further approval will be required for any subsequent periods and if the time costs in the first year exceed these amounts

For/Against *

5 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Joint Administrators be authorised to draw remuneration as and when funds are available.

For/Against *

6 In accordance with Statement of Insolvency Practice No 9, issued by the Association of Business Recovery Professionals, the Joint Administrators be authorised to draw Category 2 disbursements (as explained in Appendix VII of the Proposals) in accordance with their firm’s published tariff.

For/Against *

7 The Joint Administrators will be discharged from liability under Paragraph 98(2) of Schedule B1 to the Insolvency Act 1986 immediately upon their appointment as Joint Administrators ceasing to have effect.

For/Against *

8 For the appointment of [nominee] ____________________________

of [the following address / firm] __________________________________________

representing [creditors’ name] __________________________________________

as a member of the creditors’ committee

For/Against *

Proposed Modifications to the Joint Administrators’ proposals:

9 That the Joint Administrators will continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that they:

i. Deal with any creditor queries, monitor creditor claims received and update their records accordingly; and

ii. Perform their statutory duties and do all such things as required by regulation in order to achieve the purpose of the Administration or to protect and preserve the records and assets of the Company.

For/Against *
10. The Joint Administrators shall file at the Registrar of Companies form AM22, Notice to move the Company from Administration to Creditors Voluntary Liquidation by no later than 10 December 2019.

For/Against*

11. That Carl S Jackson of Quantuma LLP and Christopher Benjamin Barrett of Dow Schofield & Watts be appointed as Joint Liquidators in the event that the Administration moves to Creditors Voluntary Liquidation or be proposed as Joint Liquidators where a winding up order is made and that during the period of liquidation, any act required or authorised under any enactment to be done by the Joint Liquidators may be carried out by both or either of them, or by one or both of the persons for the time being holding that office in succession to them.

For/Against

This form must be signed

Signature ________________________________

Date _______/_______/_______

Name in CAPITAL LETTERS

____________________________________________________________________________________

Only to be completed if the creditor has not signed in person

Position with creditor or relationship to creditor or other authority for signature

____________________________________________________________________________________

Tick if the signatory is the sole member / shareholder of a body corporate  

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