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| **Registered name of Company** |  |
| **Registered number** |  |
| **Former registered name** *Include any former name under which the Company was registered in the 12 months prior to resolution to wind up* |  |
| **Trading names or styles** *Include any under which either the Company carried on business or debts owed to a creditor were incurred* |  |
| **Registered office** |  |
| **Principal trading address** |  |

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| **Text of notice**  **Note: The standard wording provided is compliant with the relevant legislation, but please make changes if necessary** | Notice is hereby given, pursuant to Rule 14.28 of the Insolvency (England and Wales) Rules 2016, that the [Liquidator intends]/[Joint Liquidators intend] to declare a ***[nature of dividend]*** dividend to ***[class of creditors]*** creditors of the Company within the period of two months from the last date for proving specified below.  Creditors who have not yet done so must prove their debts by delivering their proofs (in the format specified in Rule 14.4) to the [Liquidator]/[Joint Liquidators] at ***[Address to which creditors should deliver their proofs of debt]*** by no later than ***[Last date for proving]*** (the last date for proving).  Creditors who have not proved their debt by the last date for proving may be excluded from the benefit of this dividend or any other dividend declared before their debt is proved.  **◼ *Delete the paragraph below if it is not applicable or not required***  In accordance with the provisions of Part 14 of the Insolvency (England and Wales) Rules 2016, a creditor whose debt is a ‘small debt’ not exceeding £1,000 is deemed to have proved for the purposes of determination and payment of this dividend and is not required to prove their debt as described by this notice unless advised otherwise by the [Liquidator]/[Joint Liquidators]. |

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| **Names, IP numbers, firm names and addresses of Liquidators** | (IP number      ) of        (IP number      ) of |
| **Date of appointment of Liquidators** |  |
| **Contact information for Liquidators** *Either an e-mail address or telephone number* |  |
| **Optional alternative contact name** |  |