

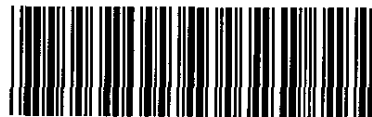
# LIQ03

## Notice of progress report in voluntary winding up



Companies House

THURSDAY



A20 \*A79117Z7\* 28/06/2018 #149  
COMPANIES HOUSE

base  
se

### 1 Company details

Company number 0 5 7 7 3 0 5 5

Company name in full Landmark Designs Ltd

#### Filling in this form

Please complete in typescript or in  
bold black capitals.

### 2 Liquidator's name

Full forename(s) Peter

Surname Kubik

### 3 Liquidator's address

Building name/number Quadrant House

Street 4 Thomas More Square

Post town London

County/Region

Postcode E 1 W 1 Y W

Country

### 4 Liquidator's name

Full forename(s) Michael

Surname Kiely

#### Other liquidator

Use this section to tell us about  
another liquidator.

### 5 Liquidator's address

Building name/number Quadrant House

Street 4 Thomas More Square

Post town London

County/Region

Postcode E 1 W 1 Y W

Country

#### Other liquidator

Use this section to tell us about  
another liquidator.

# LIQ03

## Notice of progress report in voluntary winding up

### 6 Period of progress report

From date	1	5	0	6	2	0	1	7
To date	1	4	0	6	2	0	1	8

### 7 Progress report

☐ The progress report is attached

### 8 Sign and date

Liquidator's signature	Signature	X	<i>Luci</i>	X				
Signature date	d	d	m	m	y	y	y	y
	2	6	0	6	2	0	1	8

# LIQ03

## Notice of progress report in voluntary winding up



### Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Peter Kubik

UHY Hacker Young LLP

Quadrant House

4 Thomas More Square

London

Postcode

E

1

W

1

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Dx



### Checklist

**We may return forms completed incorrectly or with information missing.**

**Please make sure you have remembered the following:**

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed the form.



### Important information

**All information on this form will appear on the public record.**



### Where to send

**You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:**

The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.



### Further information

For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

**This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)**

# Continuation page

Name and address of insolvency practitioner

✓ **What this form is for**  
Use this continuation page to tell us about another insolvency practitioner where more than 2 are already jointly appointed. Attach this to the relevant form. Use extra copies to tell us of additional insolvency practitioners.

✗ **What this form is NOT for**  
You can't use this continuation page to tell us about an appointment, resignation, removal or vacation of office.

→ **Filling in this form**  
Please complete in typescript or in bold black capitals.  
All fields are mandatory unless specified or indicated by \*

## 1 Appointment type

Tick to show the nature of the appointment:

- ☐ Administrator
- ☐ Administrative receiver
- ☐ Receiver
- ☐ Manager
- ☐ Nominee
- ☐ Supervisor
- ☐ Liquidator
- ☐ Provisional liquidator

① You can use this continuation page with the following forms:

- VAM1, VAM2, VAM3, VAM4, VAM6, VAM7
- CVA1, CVA3, CVA4
- AM02, AM03, AM04, AM05, AM06, AM07, AM08, AM09, AM10, AM12, AM13, AM14, AM19, AM20, AM21, AM22, AM23, AM24, AM25
- REC1, REC2, REC3
- LIQ02, LIQ03, LIQ05, LIQ13, LIQ14,
- WU07, WU15
- COM1, COM2, COM3, COM4
- NDISC

## 2 Insolvency practitioner's name

Full forename(s)

Surname

## 3 Insolvency practitioner's address

Building name/number

Street

Post town

County/Region

Postcode

Country

**Annual Progress Report**

**LANDMARK DESIGNS LTD - IN CREDITORS' VOLUNTARY LIQUIDATION**

## **Content**

1. Executive Summary
2. Administration and Planning
3. Enquires and Investigations
4. Realisation of Assets
5. Creditors
6. Fees and Expenses
7. Creditors' Rights
8. EC Regulations
9. Conclusion

## **Appendices**

- Appendix I - Statutory Information
- Appendix II – Receipts and Payments account for the period 15 June 2017 to 14 June 2018
- Appendix III - Detailed list of work undertaken in the period
- Appendix IV - Time cost information for period 15 June 2017 to 14 June 2018
- Appendix V - Time costs summary for period, cumulative & comparison with estimate
- Appendix VI - Expenses summary for period, cumulative & comparison with estimate

## 1. EXECUTIVE SUMMARY

1.1 A summary of key information in this report is detailed below.

### Assets

<b>Asset</b>	<b>Estimated to realise per Statement of Affairs £</b>	<b>Realisations to date £</b>	<b>Anticipated future realisation £</b>	<b>Total anticipated realisations £</b>
Goodwill	0.00	1,000.00	0.00	1,000.00
Plant & Machinery	Uncertain	0.00	0.00	0.00
Motor Vehicles	Uncertain	1,500.00	0.00	1,500.00
Cash at Bank	0.00	8,550.00	0.00	8,550.00
Bank Interest Gross	0.00	0.34	0.00	0.34
Inter Company Accounts	0.00	2,000.00	0.00	2,000.00
Furniture & Equipment	Uncertain	2,500.00	0.00	2,500.00
<b>Total</b>	<b>Uncertain</b>	<b>15,550.34</b>	<b>0.00</b>	<b>15,550.34</b>

### Expenses

<b>Expense</b>	<b>Amount per fees and expenses estimates £</b>	<b>Expense incurred to date £</b>	<b>Anticipated further expense to closure £</b>	<b>Total anticipated expense £</b>
Joint Liquidators' fees	10,764.00	4,771.00	1,000.00	5,771.00
Agents' fees	0.00	787.00	0.00	787.00
Pre Appointment Disbursements	350.00	320.60	0.00	320.60
Search Fees	0.00	6.00	0.00	6.00
Specific Bond	0.00	40.00	0.00	40.00
Statement of Affairs Fee	7,500.00	7,500.00	0.00	7,500.00
Statutory Advertising	75.50	302.00	0.00	302.00
Visionblue	110.00	0.00	110.00	110.00
Category 2 Disbursements	694.00	205.00	0.00	205.00
<b>Total</b>	<b>19,493.50</b>	<b>13,895.60</b>	<b>1,110.00</b>	<b>15,005.60</b>

**Dividend prospects**

<b>Creditor class</b>	<b>Distribution / dividend paid to date</b>	<b>Anticipated distribution / dividend, based upon the above</b>
Secured creditor	N/A	N/A
Preferential creditors	N/A	N/A
Unsecured creditors	Nil	Nil

1.2 Summary of key issues outstanding

- Investigations by the Insolvency Service.

Closure

- 1.3 Due to the issues outstanding as listed above, it is difficult to estimate the timing of the closure of the Liquidation.

**2. ADMINISTRATION AND PLANNING**

Statutory information

- 2.1 Statutory information may be found at Appendix I.
- 2.2 The Joint Liquidators are required to meet a considerable number of statutory and regulatory obligations. Whilst many of these tasks do not have a direct benefit in enhancing realisations for the insolvent estate, they assist in the efficient and compliant progressing of the administration of the case, which ensures that work is carried out to high professional standards. A detailed list of these tasks may be found in Appendix IV.
- 2.3 The Joint Liquidators have met their statutory and regulatory duties to report to creditors, as listed below. In consideration of the need for transparency and engagement with creditors, care has been taken to ensure that reports and other communications with creditors have provided useful details of the strategies pursued and the outcomes anticipated. During the Review Period, the following key documents have been issued:
- The report presented to the S100 meeting of creditors;
  - This progress report;

Other administration tasks



2.4 During the Review Period, the following material tasks in this category were carried out:

- Case reviews etc.

### 3. ENQUIRES AND INVESTIGATIONS

3.1 During the Review Period, the Joint Liquidators carried out an initial review of the Company's affairs in the period prior to appointment. This included seeking information and explanations from the director(s) (and senior employees) by means of questionnaires (and interviews); making enquiries of the Company's accountants; reviewing information received from creditors; and collecting and examining the Company's bank statements, accounts and other records.

3.2 The directors provided the books and records and a completed questionnaire as well as a Statement of Affairs.

3.3 The information gleaned from this process enabled the Joint Liquidators to meet their statutory duty to submit a confidential report on the conduct of the directors (past and present) to the Insolvency Service.

3.4 This work was also carried out with the objective of making an initial assessment of whether there were any matters that may lead to any recoveries for the benefit of creditors. This would typically include any potential claims which may be brought against parties either connected to or who have past dealings with the Company.

3.5 This initial assessment has been completed and the Joint Liquidators did not identify any further assets or actions which might lead to a recovery for creditors. However, the Insolvency Service did wish to investigate the Company further and these investigations are still ongoing.

### 4. REALISATION OF ASSETS

4.1 Detailed below is key information about asset realisation and strategy, however, more details about the work undertaken may be found at Appendix IV. The Joint Liquidators formulated and worked through a realisation strategy that sought to maximise realisations net of costs. The financial benefit of those efforts is described further below.

#### Goodwill

4.2 The sum of £1,000 has been received in full and final settlement of this asset.

#### Motor Vehicles

4.3 Agents valued this asset to realise £1,360.00. I can confirm that a sale was agreed and the sum of £1,500.00 has been paid in this respect.

Cash at Bank

- 4.4 The sum of £8,550.00 as realised in respect of the credit balance held on the Company's pre-appointment bank account.

Inter-Company Accounts

- 4.5 This asset was listed in the management accounts of the Company. I can confirm that this asset totalling £2,000 has been realised in full.

Bank Interest

- 4.6 The sum of £0.34 has been received in respect of bank interest earned on the balance held in the Liquidation account.

**Payments**

Statutory Advertising

- 4.7 The sum of £302.00 has been paid in respect of advertising the appointment of Joint Liquidators.

Specific Bond

- 4.8 The sum of £40.00 has been paid in respect of the insurance of the Liquidators.

Search Fees

- 4.9 The sum of £6.00 has been paid in respect of the cost of searching the Companies House registrar.

**5. CREDITORS**

- 5.1 Irrespective of whether sufficient realisations are achieved to pay a dividend to creditors, the Joint Liquidators have had to carry out key tasks which are detailed in the list at Appendix IV. The following sections explain the anticipated outcomes to creditors and any distributions paid.

Secured creditors

- 5.2 The Company has not granted any charges over its assets.

Preferential creditors

- 5.3 There are no preferential creditors in this matter.

Unsecured creditors

- 5.4 HMRC was shown to be owed £1.00 and a claim of £242,074.71 has been received.
- 5.5 The trade and expense creditors as per the Statement of Affairs totalled £49,456.06. Please be advised that proofs of debt are still being received and therefore the total value of unsecured claims is not known at present.

Dividend prospects

- 5.6 Where a floating charge is created after 15 September 2003 a prescribed part of the company's net property shall be made available to unsecured creditors.
- 5.7 The Company has not granted a floating charge to any creditor after 15 September 2003 and consequently there will be no prescribed part in this Administration/Liquidation.
- 5.8 Based on present information, the Joint Liquidators estimate that there will be insufficient realisations to enable a dividend to unsecured creditors.

**6. FEES AND EXPENSES**

Pre-Appointment Costs

- 6.1 The creditors authorised the fee of £7,500.00 plus VAT plus disbursements of £320.60 plus VAT for assisting the directors in calling the relevant meetings and with preparing the Statement of Affairs on 15 June 2017.
- 6.2 The fee for assisting with the Statement of Affairs and meetings was paid from first realisations on appointment and is shown in the enclosed receipts and payments account.

The Joint Liquidators' fees

- 6.3 It is the firm's practice to ensure that work is conducted by the appropriate staff member at the appropriate level of experience. Junior members of staff deal with the day to day administration on cases and a manager and partner then oversees the work undertaken. Where the issues are complex and litigious, the work will be closely supervised or undertaken by a manager or partner.
- 6.4 The basis of the Joint Liquidators fees was approved by creditors on 15 June 2017 in accordance with the following resolution:

"That the Joint Liquidators' remuneration estimated to be £10,764 plus VAT, be fixed by reference to time properly given by the Joint Liquidators and their staff in attending to matters arising in the winding up, with authority to draw fees generally on account, as and when funds become available."

- 6.5 The time costs for the period 15 June 2017 to 14 June 2018 total £4,771.00, representing 41.40 hours at an average hourly rate of £115.24. The sum of £4,700.50 has been drawn on account of time costs incurred. The time costs for the period are detailed at Appendix IV.

6.7 Having regard for the costs that are likely to be incurred in bringing this Liquidation to a close, the Joint Liquidators consider that:

- The original fees estimate is unlikely to be exceeded; and
- The original expenses estimate is unlikely to be exceeded.

#### Disbursements

6.8 The disbursements that have been incurred and not yet paid during the period are detailed on Appendix VI. Also included in Appendix VI is a comparison of the expenses likely to be incurred in the Administration/Liquidation as a whole with the original expenses estimate, together with reasons where any expenses are likely to exceed that estimate.

6.9 The category 1 disbursements paid for in the period 15 June 2017 to 14 June 2018 total £348.00 are detailed at Appendix IV and represent the simple reimbursement of actual out of pocket payments made in relation to the assignment.

6.10 The category 2 disbursements for the period 15 June 2017 to 14 June 2018 total £205.00 and these may include an element of overhead charges in accordance with the resolution passed by creditors at a meeting held on 15 June 2017. The basis of calculation of this category of disbursement was disclosed to creditors prior to the resolution being passed and is also detailed at Appendix IV.

6.11 Information about this insolvency process may be found on the R3 website at <http://www.creditorinsolvencyguide.co.uk/>. A copy of 'A Creditors' Guide to Fees' together with the firm's charge-out rate and disbursement policy may be found at . A hard copy of both the Creditors' Guide and the firm's charge-out rate and disbursement policy may be obtained on request.

#### Agents and valuers

6.12 James Owen & Co were instructed as agents and valuers in relation to the assets of the Company. Their costs have been agreed on the basis of their standard sales commission rate 10% of realisations plus disbursements and VAT. The agents' fees for the period 15 June 2017 to 14 June 2018 amount to £787.00 and they have been paid in full.

## **7. CREDITORS' RIGHTS**

7.1 An unsecured creditor may, with the permission of the court or with the concurrence of 5% in value of the unsecured creditors (including the creditor in question) request further details of the Joint Liquidators' remuneration and expenses, within 21 days of receipt of this report. Any secured creditor may request the same details in the same time limit.

7.2 An unsecured creditor may, with the permission of the court or with the concurrence of 10% in value of the creditors (including the creditor in question), apply to court to challenge the amount and/or basis of the Joint Liquidators' fees and the amount of any proposed expenses or expenses already incurred, within 8 weeks of receipt of this report. Any secured creditor may make a similar application to court within the same time limit.

**8. EC REGULATIONS (WHETHER PROCEEDINGS ARE MAIN PROCEEDINGS OR TERRITORIAL)**

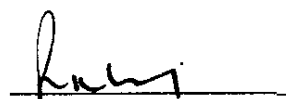
8.1 The Company's centre of main interest was The Pilars, Slade Oak Lane, Gerrards Cross, Bucks. SL9 0QE and therefore it is considered that the EC Regulations will apply. These proceedings are main proceedings as defined in Article 3 of the EC Regulation.

**9. CONCLUSION**

9.1 The administration of the case will be continuing to finalise the following outstanding matters that are preventing this case from being closed:

- Investigations ongoing with the Insolvency Service.

If you require any further information, please contact this office.



**Peter Kubik**  
Joint Liquidator

## **Appendix I**

### **Statutory Information**

Company Name	Landmark Designs Ltd
Former Trading Name	N/A
Company Number	05773055
Registered Office	Quadrant House, 4 Thomas More Square, London, E1W 1YW
Former Registered Office	The Pilars, Slade Oak Lane, Gerrards Cross, Bucks. SL9 0QE
Officeholders	Peter Kubik and Michael Kiely
Officeholders address	Quadrant House, 4 Thomas More Square, London, E1W 1YW
Date of appointment	15 June 2017
Changes to Officeholder	N/A

## **Appendix II**

**Receipts and Payments account for the period 15 June 2017 to 14 June 2018**

**Landmark Designs Ltd T/A As above - In Creditors Voluntary Liquidation  
Joint Liquidators' Abstract of Receipts & Payments**

**From 15 June 2017 To 14 June 2018**

<b>S of A £</b>		<b>As Previously Reported</b>	<b>15/06/17 to 14/06/18</b>	<b>Total £</b>
<b>RECEIPTS</b>				
NIL	Goodwill	NIL	1,000.00	1,000.00
Uncertain	Motor Vehicles	NIL	1,500.00	1,500.00
NIL	Cash at Bank	NIL	8,550.00	8,550.00
NIL	Bank Interest Gross	NIL	0.34	0.34
NIL	Inter Company Accounts	NIL	2,000.00	2,000.00
Uncertain	Furniture & Equipment	NIL	2,500.00	2,500.00
Uncertain		NIL	15,550.34	15,550.34
<b>PAYMENTS</b>				
	Agents/Valuers Fees	NIL	(787.00)	(787.00)
	Statement of Affairs Fee	NIL	(7,500.00)	(7,500.00)
	Joint Liquidators' Remuneration	NIL	(4,700.50)	(4,700.50)
	Pre Appointment Disbursements	NIL	(320.60)	(320.60)
	Statutory Advertising	NIL	(302.00)	(302.00)
	Specific Bond	NIL	(40.00)	(40.00)
	Search Fees	NIL	(6.00)	(6.00)
		NIL	(13,656.10)	(13,656.10)
<b>BALANCE HELD IN AN INTEREST BEARING ACCOUNT</b>		NIL	1,894.24	1,894.24



### Appendix III

#### Detailed list of work undertaken for Landmark Designs Ltd Limited in Creditors' Voluntary Liquidation for the review period 15 June 2017 to 14 June 2018

Below is detailed information about the tasks undertaken by the Joint Liquidators.

General Description	Includes
<b>Statutory and General Administration</b>	
Statutory/advertising	Filing of documents to meet statutory requirements including annual receipts and payments accounts Annual corporation tax returns Quarterly VAT returns Advertising in accordance with statutory requirements Bonding the case for the value of the assets
Document maintenance/file review/checklist	Filing of documents Periodic file reviews documenting strategy Periodic reviews of the application of ethical, anti-money laundering and anti-bribery safeguards Maintenance of statutory and case progression task lists/diaries Updating checklists
Bank account administration	Preparing correspondence opening and closing accounts Requesting bank statements Bank account reconciliations Correspondence with bank regarding specific transfers Maintenance of the estate cash book Banking remittances and issuing cheques/BACS payments
Planning / Review	Discussions regarding strategies to be pursued Meetings with team members and independent advisers to consider practical, technical and legal aspects of the case
Books and records / storage	Dealing with records in storage Sending job files to storage
Pension scheme	Identifying whether there is a pension scheme
Reports	Circulating initial report to creditors upon appointment Preparing annual progress report, investigation, meeting and general reports to creditors Disclosure of sales to connected parties
Meeting of Creditors	Preparation of meeting notices, proxies/voting forms and advertisements notice of meeting to all known creditors Collate and examine proofs and proxies/votes to decide on

General Description	Includes
	<p>resolutions</p> <p>Preparation of meeting file, including agenda, certificate of postage, attendance register, list of creditors, reports to creditors, advertisement of meeting and draft minutes of meeting.</p> <p>Responding to queries and questions following meeting</p> <p>Issuing notice of result of meeting.</p>
<b>Investigations</b>	
<b>SIP 2 Review</b>	<p>Collection and making an inventory of company books and records</p> <p>Correspondence to request information on the company's dealings, making further enquiries of third parties</p> <p>Reviewing questionnaires submitted by creditors and directors</p> <p>Reconstruction of financial affairs of the company</p> <p>Reviewing company's books and records</p> <p>Preparation of deficiency statement</p> <p>Review of specific transactions and liaising with directors regarding certain transactions</p> <p>Liaising with the committee/creditors or major creditors about further action to be taken</p>
<b>Statutory reporting on conduct of director(s)</b>	<p>Preparing statutory investigation reports</p> <p>Liaising with Insolvency Service</p> <p>Submission of report with the Insolvency Service</p> <p>Preparation and submission of supplementary report if required</p> <p>Assisting the Insolvency Service with its investigations</p>
<b>Realisation of Assets</b>	
<b>Sale of assets</b>	<p>Instructing and liaising with agents</p> <p>Preparing an information memorandum</p> <p>Liaising with potential purchasers</p> <p>Agreeing licences to trade/occupy</p> <p>Assessment and review of offers received</p> <p>Negotiating with intended purchaser</p> <p>Liaising with secured creditors and seeking releases</p> <p>Exchanges with solicitors to agree sale and purchase agreement</p> <p>Surrender of lease (where appropriate)</p> <p>Pursuing deferred sale consideration</p>
<b>Creditors and Distributions</b>	
<b>Creditor Communication</b>	<p>Receive and follow up creditor enquiries via telephone</p> <p>Review and prepare correspondence to creditors and their representatives via facsimile, email and post</p> <p>Assisting employees to pursue claims via the RPO</p>

General Description	Includes
	Corresponding with the PPF and the Pensions Regulator
Dealing with proofs of debt	Receipting and filing POD when not related to a dividend Corresponding with RPO regarding POD when not related to a dividend
Processing proofs of debt	Preparation of correspondence to potential creditors inviting submission of POD Receipt of POD Adjudicating POD Request further information from claimants regarding POD Preparation of correspondence to claimant advising outcome of adjudication Seeking solicitors' advice on the validity of secured creditors' claims and other complex claims

#### Current Charge-out Rates for the firm

##### Time charging policy

Support staff do not charge their time to each case.

Support staff include cashier, secretarial and administration support.

The minimum unit of time recorded is 6 minutes.

Staff	Charge out rates £
Insolvency Practitioner/Partners	£340-£750
Directors	£275-£400
Senior Manager	£255-£320
Manager	£175-£300
Assistant Manager	£165-£250
Senior Administrator	£135-£250
Administrator	£80-£150
Junior Administrator	£70-£85

**Appendix IV**

**Time cost information for period 15 June 2017 to 14 June 2018**

Classification of work function	Partner	Director	Snr Manager	Manager	Asst Manager	Snr Administrator	Administrator	Total Hours	Total Cost	Avg Hourly Rate
Hours	£	Hours	£	Hours	£	Hours	£		£	£
<b>Administration &amp; Planning</b>										
Administrative Set-up	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Appointment Notification	0.00	0.00	0.00	0.00	0.00	4.80	0.00	4.80	480.00	100.00
Case Planning	0.00	0.00	2.30	0.00	0.00	8.80	0.00	11.10	1,400.50	126.17
Maintenance of Records	0.00	0.00	0.00	0.00	0.00	3.00	0.00	3.00	300.00	100.00
Statutory Reporting	0.00	0.00	0.30	0.00	0.00	0.60	0.00	0.90	127.50	141.67
<b>Realization of Assets</b>										
Debt Collection	0.50	0.00	0.00	0.00	0.00	0.60	0.00	0.60	60.00	100.00
Securing, Insuring Assets	0.00	0.00	0.00	0.00	0.00	2.10	0.00	3.60	622.50	172.92
Property, business and asset sales	0.00	0.00	0.00	0.00	0.00	0.30	0.00	0.30	30.00	100.00
Retention of Title	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Creditors</b>										
Communication with Creditors	0.50	0.00	0.30	0.00	0.00	0.60	0.00	0.90	130.50	145.00
Creditors' Claims	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50	50.00	100.00
<b>Trading</b>										
Management of Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounting for Trading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
On-going Employee Issues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Investigations										
SIP 2 Review	0.00	0.00	0.00	0.00	0.00	3.20	0.00	3.20	320.00	100.00
Antecedent Transactions	0.00	0.00	0.00	0.00	0.00	3.20	0.00	3.20	320.00	100.00
CDDA Reports	0.00	0.00	0.00	0.00	0.00	9.30	0.00	9.30	930.00	100.00
Case-Specific Matters	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL HOURS</b>	0.00	1.50	2.90	0.00	0.00	37.00	0.00	41.40		
<b>TOTAL TIME CHARGED (£)</b>	£0.00	£412.50	£658.50	£0.00	£0.00	£3,700.00	£0.00		£4,771.00	
Average hourly cost (£)	0.00	275.00	227.07	0.00	0.00	£100.00	0.00	0		£113.24

All figures are shown net of VAT

**ANALYSIS OF DISBURSEMENTS: Category 1**

Type & Purpose	Costs to date (£)
Advertising	302.00
Specific Fund	40.00
Stamp Duty	6.00
<b>TOTAL</b>	<b>£348.00</b>

**ANALYSIS OF DISBURSEMENTS: Category 2**

Type & Purpose	Cost base	Costs to date (£)
Stationery / fax / postage	One off cost of £10 per creditor	90.00
External storage of working papers	£5 per annum for 10 years	50.00
Internal meeting room	cost of £45 per hour	65.00
Mileage (own car usage)	45p per mile	0.00
<b>TOTAL</b>		<b>£205.00</b>

## Appendix V

### Time costs summary for period, cumulative & comparison with estimate for Landmark Designs Ltd LIMITED IN CREDITORS VOLUNTARY LIQUIDATION

	Original fees estimate			Actual time costs incurred during the Review Period			Total time costs incurred to date		
Work category	Number of hours	Blended hourly rate £ per hour	Total fees £	Number of hours	Average hourly rate £ per hour	Total time costs £	Number of hours	Average hourly rate £ per hour	Total time costs £
Administration (including statutory reporting)	10	276	2,760	19.80	116.57	2,308.00	19.80	116.57	2,308.00
Realisation of assets	10	276	2,760	4.50	158.33	712.50	4.50	158.33	712.50
Creditors (claims and distribution)	10	276	2,760	1.40	128.93	180.50	1.40	128.93	180.50
Investigations	9	276	2,484	15.70	100.00	1,570.00	15.70	100.00	1,570.00
Trading	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>39</b>	<b>276</b>	<b>10,764</b>	<b>41.40</b>	<b>115.24</b>	<b>4,771.00</b>	<b>41.40</b>	<b>115.24</b>	<b>4,771.00</b>

## Appendix VI

### Expenses summary for period, cumulative & comparison with estimate for Landmark Designs Limited in Creditors' Voluntary Liquidation

Below are details of the Joint Liquidators' expenses for the period under review and the total to date.

Expenses	Original expenses estimate £	Actual expenses incurred in the Review Period £	Actual expenses incurred to date £	Reason for any excess (if the expenses are likely to, or have, exceeded the original estimate)
<b>Category 1 Expenses</b>				
Advertising	75.50	302.00	302.00	Omitted in error
Search Fees	0.00	6.00	6.00	Omitted in error
Bonding	0.00	40.00	40.00	Omitted in error
Visionblue	110.00	0.00	0.00	
<b>Total</b>	<b>185.50</b>	<b>348.00</b>	<b>348.00</b>	
<b>Category 2 Expenses</b>				
Accounting fees	500.00	0.00	0.00	
Stationery / fax / postage / telephone	70.00	90.00	90.00	Further creditors identified
Stationery / fax / postage / telephone	9.00	0.00	0.00	
Internal storage of Insolvency Practitioner's working papers	50.00	50.00	50.00	
Files and indices	0.00	0.00	0.00	
Photocopying (other than to creditors)	0.00	0.00	0.00	
Internal meeting room	65.00	65.00	65.00	
<b>Total</b>	<b>694.00</b>	<b>205.00</b>	<b>205.00</b>	

