

**Rule 14.4
Proof of Debt Form**

**Hayden Bazzell Limited t/a HB Gardening ("the Company")
Registered number: 11449663**

PROOF OF DEBT FORM

Relevant date for claims: 18 December 2019

Name of creditor:

Address of creditor:

Identity of the company⁽¹⁾:

Phone Number
(including STD Code):

Total amount of claim, including any
Value Added Tax as at the Relevant
Date⁽²⁾:

£

Does the claim include any
outstanding uncapitalised interest?:

Y

N

If yes, please state the amount

£

Particulars of how and when the
debt was incurred
(If you need more space append a
continuation sheet to this form):

If you hold any security in relation to
the outstanding amount, such as a
retention of title clause, or personal
guarantee, please provide brief
details as requested:

Type of security

Date security was obtained

Your estimate of the value
of the security

Details of any reservation of title in
relation to goods to which the debt
relates:

Details of any documents by
reference to which the debt can be
substantiated:

For Internal Use Only: Claim Entered

Proof of Debt form (continued)
Hayden Bazzell Limited t/a HB Gardening (“the Company”)

Tick as required
(this is not mandatory)

	Please email all correspondence to:	
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	Until further notice, please opt me out of all future correspondence, except those explained in your initial letter to me.
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This form must be signed

Signature of creditor / person authorised on the creditor's behalf:	Name of signatory IN CAPITALS	<input style="width: 100%; height: 20px;" type="text"/>
<div style="border: 1px solid black; width: 300px; height: 60px; margin: 0 auto; display: flex; align-items: center; justify-content: center;"></div>	Position within company	<input style="width: 100%; height: 20px;" type="text"/>
	Date of completion of form	<input style="width: 100%; height: 20px;" type="text"/>

To be completed ONLY if you are a person authorised on the creditor's behalf:

Name of authorised person:

Postal address of authorised person:

Authority given by:

Please ensure that you have completed all shaded boxes and signed where shown.

Notes

- For a company incorporated in any part of the UK under the Companies Act state:
 - It's registered numberFor a company incorporated outside the UK state:
 - the country or territory in which it is incorporated;
 - the number, if any, under which it is registered.
 - The number, if any, under which it is registered as an overseas company under Part 34 of the Companies ActFor an unregistered company state:
 - its name, and;
 - the postal address of any principal place of business.
- State the total amount of your claim (including any value added tax) as at the relevant date, less any payments made after that date in relation to your claim, less all trade and other discounts (except a discount for immediate or early settlement) which would have been available to the Company but for the liquidation.

VAT

- If you are registered for VAT, the amount claimed should include VAT, even if VAT bad debt relief has already been claimed by you, under the VAT Act 1994.
- Creditors registered for VAT may be able to claim VAT bad debt relief on the above amount under Section 36 of the Value Added Tax Act 1994. In broad terms, you should be able to claim relief on the VAT element of the above amount provided the debt is 6 months old and it has been written off in your accounts.
- If any dividend is made by the Liquidator against your claim, you will receive the dividend on the gross amount you have claimed, however if you have benefited from VAT bad debt relief, you must account to the HM Revenue & Customs for the VAT element of any dividend received.
- Peter Hall Limited has no role in administering VAT bad debt relief.
- If any creditor is uncertain about the procedure, please contact your local VAT office who should be able to help you.

Creditor Rights

Information available to creditors in relation to their rights can be found at <http://www.creditorinsolvencyguide.co.uk>