

REC2

Notice of summary of receipts and payments by administrative receiver, receiver or receiver manager



Companies House

For further information, please refer to our guidance at www.gov.uk/companieshouse

1 Company details

Company number	<input type="text"/>
Company name in full	<input type="text"/>

→ **Filling in this form**
Please complete in typescript or in bold black capitals.

2 Name of person delivering the document

Full forename(s)	<input type="text"/>
Surname	<input type="text"/>

3 Address of person delivering the document

Building name/number	<input type="text"/>
Street	<input type="text"/>
Post town	<input type="text"/>
County/Region	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text"/>

4 Capacity of person delivering the document

<input type="checkbox"/> Administrative receiver
<input type="checkbox"/> Receiver
<input type="checkbox"/> Receiver manager

5 Date of appointment

Date	<input type="text"/>
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6 Period of receipts and payments

From date	d	d	m	m	y	y	y	y	
To date	d	d	m	m	y	y	y	y	

7 Sign and date

Signature	Signature X								X
Signature date	d	d	m	m	y	y	y	y	

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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.

Contact name

Company name

Address

Post town

County/Region

Postcode

Country

DX

Telephone



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 or email 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