

SCHEDULE

Rule 6

Forms

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Status: This is the original version (as it was originally made).

Rule 7

Form WAT1

Petition for special administration order
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

The petition of ^(a)

1. ^(b)

("the water company") was incorporated on ^(c)

under the ^(d)

2. The [registered office] [principal place of business] of the water company is at ^(e)

3. The nominal capital of the water company is ^(f) £
 divided into shares of £ each.

The amount of the capital paid up or credited as paid up is ^(g) £

4. The principal objects for which the water company was established are as follows:

and other objects stated in the water company's memorandum of association.

5. ^(h)[(1). For the reasons stated in the affidavit of ⁽ⁱ⁾

filed in support of this petition, the petitioner believes that:

- (a) there has been, is, or is likely to be a contravention by the water company of a principal duty within the meaning given in section 24(7) of the Water Industry Act 1991;
- (b) the contravention is not one in respect of which a notice has been served under section 19(3) of that Act; and
- (c) the contravention is serious enough to make it inappropriate for the water company [(being a relevant undertaker, within the meaning given in that Act) to continue to hold its appointment under Chapter 1 of Part 2 of that Act] [(being a qualifying licensed water supplier, within the meaning given in section 23(6) of that Act) to continue to hold its water supply licence, within the meaning given in section 17A of that Act.]

[(2). For the reasons stated in the affidavit of ⁽ⁱ⁾

filed in support of this petition, the petitioner believes that:

- (d) there has been, is or is likely to be, a contravention by the water company of the provisions of an enforcement order, within the meaning given in section 18 of the Water Industry Act 1991;
- (e) the contravention is not for the time being the subject-matter of proceedings brought by virtue of section 21(1) of that Act;
- (f) [the enforcement order, being a provisional enforcement order within the meaning given in section 18 of that Act, has been confirmed;] and
- (g) [the contravention is serious enough to make it inappropriate for the water company [(being a relevant undertaker, within the meaning given in that Act) to continue to hold its appointment under Chapter 1 of Part 2 of that Act] [(being a qualifying licensed water supplier, within the meaning given in section 23(6) of that Act) to continue to hold its water supply licence, within the meaning given in section 17A of that Act.]

[(3). The water company being a qualifying licensed water supplier within the meaning given in section 23(6) of the Water Industry Act 1991, for the reasons stated in the affidavit of ⁽ⁱ⁾

filed in support of this petition, the petitioner believes that:

- (h) action taken by the qualifying licensed water supplier has caused a contravention by a water undertaker of a principal duty within the meaning given in section 24(7) of that Act; and
- (i) that action is serious enough to make it inappropriate for the qualifying licensed water supplier to continue to hold its water supply licence, within the meaning given in section 17A of that Act.]

Status: This is the original version (as it was originally made).

[(4). For the reasons stated in the affidavit of ⁽ⁱ⁾

filed in support of this petition, the petitioner believes that the water company is or is likely to be unable to pay its debts within the meaning given in section 24(6) of the Water Industry Act 1991.]]

[5. The Secretary of State has certified that it would be appropriate (but for section 25 of the Water Industry Act 1991) for the Secretary of State to petition for the winding up of the water company under section 124A of the Insolvency Act 1986 and, for the reasons stated in the affidavit of (h)

filed in support of this petition, the petitioner believes that it would be just and equitable, as mentioned in that section, for the company to be wound up if it were not a [relevant undertaker within the meaning given in the Water Industry Act.] [qualifying licensed water supplier within the meaning given in section 23(6) of the Water Industry Act 1991.] [and/or]] (i)

[6. The water company being a relevant undertaker within the meaning given in the Water Industry Act 1991, for the reasons stated in the affidavit of ⁽ⁱ⁾

filed in support of this petition, the petitioner believes that the water company is unable or unwilling adequately to participate in arrangements certified by the [Secretary of State] [Welsh Ministers] [Water Services Regulation Authority] to be necessary by reason of or in connection with a proposal for the making, by virtue of section 7(4)(c) of that Act, of an appointment or variation replacing a company as a relevant undertaker.]

6. This petition relates to a [relevant undertaker within the meaning given in the Water Industry Act 1991] [qualifying licensed water supplier within the meaning given in section 23(6) of the Water Industry Act 1991].

7. The petitioner proposes ⁽ⁱ⁾

to be appointed as special administrator.

To the best of the petitioner's knowledge and belief, the person proposed is qualified to act as an insolvency practitioner in relation to the water company

Endorsement

This petition having been presented to the court on
(m)^(k)

will be heard at ^(l)

On:

Date

Time _____ hours

(or as soon afterwards as the petition can be heard)

The solicitor to the petitioner is—

Name

Address for service

Telephone number

Reference

-
- ^(a) Insert full name and address of petitioner
 - ^(b) Insert full name and registered number of water company subject to petition
 - ^(c) Insert date of incorporation
 - ^(d) Insert name and year of applicable Act
 - ^(e) Insert address of registered office or, if none, principal place of business and select appropriate text
 - ^(f) Where appropriate, insert amount of nominal capital and how it is divided
 - ^(g) Insert amount of capital paid up or credited as paid up
 - ^(h) Select one or more of the paragraph 5 options, and the appropriate text within those options and within paragraph 6
 - ⁽ⁱ⁾ Insert name of person swearing affidavit
 - ^(j) Insert name and address of proposed special administrator
 - ^(k) Insert date
 - ^(l) Insert name and address of court

Status: This is the original version (as it was originally made).

Rule 7

Form WAT2

Consent of special administrator(s) to act

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the	<i>For court use only</i>
[full name of court]	Court case number

1. I,^(a)

certify that I am authorised under the provisions of Part XIII of the Insolvency Act 1986 to act as an insolvency practitioner.

I.P. number:

Name of Regulatory Body:

2. I consent to act as special administrator of^(b)

("the water company") pursuant to the petition dated^(c)

Signed

Dated

^(a) Insert name and address of proposed special administrator (if there are 2 or more special administrators, each must complete a form).

^(b) Insert name of water company

^(c) Insert date of petition

Form WAT3

**Affidavit of service of petition for special administration order
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991**

Name of water company	Company number
In the	<i>For court use only</i>
[full name of court]	Court case number

I,^(a)

the petitioner/acting on behalf of the petitioner state on oath:

1. That I served the water company with a copy of the petition dated^(b)
duly sealed with the seal of the court and its supporting documents by^(c)

2. That I served^(d)

a person who has appointed or is [or may be] entitled to appoint an administrative receiver of the water company with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by^(c)

3. That I served^(d)

who has applied to the court for an administration order under Part 2 of the Insolvency Act 1986 in relation to the water company with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by^(c)

4. That I served^(d)

the administrative receiver of the water company with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by^(c)

5. That I served^(d)

who has presented a petition to wind up the water company with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by^(c)

6. That I served^(d)

the provisional liquidator of the water company with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by^(c)

Status: This is the original version (as it was originally made).

7. That I served ^(d)

the person proposed to be the special administrator of the water company with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by ^(c)

8. That I served the Environment Agency with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by ^(c)

9. That I served the Chief Inspector of Drinking Water with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by ^(c)

10. That I served the Welsh Ministers with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by ^(c)

11. That I served the Water Services Regulation Authority with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by ^(c)

12. That I served the Secretary of State with a copy of the special administration petition duly sealed with the seal of the court and its supporting documents by ^(c)

A sealed copy of the petition and its supporting documents are now produced to me marked "A".

[SWORN etc.]

^(a) Insert full name and address of person making affidavit.

^(b) Insert the date of the petition

^(c) Describe form and date of service, which must be in accordance with CPR6

^(d) Insert name.

Form WAT4

Special administration order

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

UPON THE PETITION of ^(a)

presented to the court on ^(b)

in respect of ^(c)

("the water company")

and upon hearing counsel for the petitioner
and for ^(d)

and upon reading the evidence

IT IS ORDERED that during the period for which this order is in force the affairs, business and property of the water company be managed by the special administrator(s) appointed pursuant to section [24][25] of the Water Industry Act 1991 for the purposes set out in section 23 of that Act.

AND it is ordered that ^(e)

be appointed special administrator(s) of the company and that during the period this order is in force any act required or authorised to be done by the special administrator is to be done by all or by one or more of the persons for the time being holding that office.

AND it is ordered that ^(f)

AND it is ordered that the costs of the application ^(g)

^(a) Insert name and address of petitioner

^(b) Insert date

^(c) Insert name and registered office or principal place of business of the water company

^(d) insert details of any other parties (including the water company appearing and by whom represented)

^(e) Insert full name(s) and address(es) of special administrator(s)

^(f) Insert particulars of any further order made by the court

^(g) Insert terms of order for costs

Status: This is the original version (as it was originally made).

Rule 17

Form WAT5

**Notice to special administrator of special administration order
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991**

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

To ^(a)
An order was made on ^(b)
by
for a special administration order against the under-named company under section [24][25]* of the Water Industry Act 1991.

^(c)

Petitioner: ^(d)

Petitioner's solicitors: ^(d)

Date of presentation of petition:

^(a) Insert name and address of special administrator
^(b) Insert date
^(c) Insert name and registered office or principal place of business of water company
^(d) Insert full name, address, telephone number and reference (if any)

Form WAT6

**Notice of special administration order
(for newspaper and London Gazette)**

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

Registered office or principal place of business of water company:

Nature of business:

Trade classification— 46^(a)

Special Administration Order made on ^(b)

Name(s) and address(es) of special administrator(s)

Joint/Administrator(s) (IP number(s)) _____)

^(a) This is the classification number for the London Gazette.

^(b) Insert date

Status: This is the original version (as it was originally made).

Rule 17

Form WAT7

Notice of appointment of special administrator(s)

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the	<i>For court use only</i>
[full name of court]	Court case number

I/We ^(a)

*was/were appointed as special administrator(s) of the water company on ^(b)

Signed

Dated

Special administrator/Joint special administrators

IP number(s)

Contact Details:	
You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.	
	Tel
DX Number	DX Exchange
Companies House receipt date barcode	When you have completed and signed this form please send it to the Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

^(a) Insert full name(s) and address(es) of special administrators

^(b) Insert date

Form WAT8

**Notice of special administration order to registrar of companies
and Water Services Regulation Authority
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991**

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

I/We(a)

special administrator(s) of the company attach an office copy of the special administration order dated ^(b)

Signed

Dated

Special administrator/Joint special administrators
IP No(s)

<p style="text-align: center;">Contact Details:</p> <p>You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="height: 15px;"> </td><td style="width: 150px;"> </td></tr> <tr><td style="height: 15px;"> </td><td> </td></tr> <tr><td style="height: 15px;"> </td><td style="text-align: right;">Tel</td></tr> <tr><td style="height: 15px;"> </td><td> </td></tr> <tr><td style="height: 15px;"> </td><td style="text-align: right;">DX Exchange</td></tr> </table>						Tel				DX Exchange
	Tel										
	DX Exchange										
<p>Companies House receipt date barcode</p>	<p>When you have completed and signed this form please send it to the Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff</p>										

^(a) Insert full name(s) and address(es)

^(b) Insert date

Status: This is the original version (as it was originally made).

Rule 18

Form WAT9

Notice of discharge of special administration order
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the	<i>For court use only</i>
[full name of court]	Court case number

I/We ^(a)

special administrator(s) of the water company give notice that on ^(b)

the special administration order was discharged.

An office copy of the order of discharge is attached.

Signed

Dated

Special administrator/Joint special administrators
 IP No(s)

<p style="text-align: center;">Contact Details:</p> <p>You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="height: 15px;"> </td></tr> <tr><td style="height: 15px;"> </td></tr> <tr><td style="height: 15px;"> </td></tr> <tr> <td style="width: 60%; padding: 2px;">DX Number</td> <td style="width: 40%; padding: 2px;">Tel</td> </tr> <tr> <td style="padding: 2px;"> </td> <td style="padding: 2px;">DX Exchange</td> </tr> </table>				DX Number	Tel		DX Exchange
DX Number	Tel							
	DX Exchange							
<p>Companies House receipt date barcode</p>	<p>When you have completed and signed this form please send it to the Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff</p>							

^(a) Insert full name(s) and address(es) of special administrators

^(b) Insert date

Form WAT10

Notice of special administrator's resignation because of [ill health]/[cessation of practice as an insolvency practitioner]/[conflict of interest]/[change of personal circumstances]

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the	<i>For court use only</i>
[full name of court]	Court case number

I, (a)

the special administrator of the water company, give notice that I am resigning from the office of special administrator with effect from ^(b) for the following reason(s):

I confirm that on ^(c)

I gave notice to:

- (1)
- (2)

of my intention to resign as special administrator.

Signed

Dated

Special administrator

<p style="text-align: center;">Contact Details</p> <p>You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.</p>	<table border="1" style="width: 100%;"> <tr> <td style="width: 70%;"></td> <td style="width: 30%; text-align: center;">Tel</td> </tr> <tr> <td>DX Number</td> <td>DX Exchange</td> </tr> </table>		Tel	DX Number	DX Exchange
	Tel				
DX Number	DX Exchange				
<p>Companies House receipt date barcode</p>	<p>When you have completed and signed this form please send it to the Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff</p>				

^(a) Insert full name and address of special administrator

^(b) Insert date

^(c) The date must be at least 7 days before that stated at (b) above

Status: This is the original version (as it was originally made).

Rule 23

Form WAT11

**Notice of special administrator's resignation with permission of the court
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991**

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

I, ^(a)
the special administrator of the water company give notice that on ^(b)
the court gave me permission to resign from the office of special administrator with effect from ^(b)
for the following reason(s):
and I resign.

I confirm that on ^(c)

I gave notice to:

- (1)
- (2)

of my intention to apply to the court for permission to resign as special administrator.
Signed

Dated

<p>Contact Details: You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.</p>		
		Tel
	DX Number	DX Exchange
Companies House receipt date barcode	When you have completed and signed this form please send it to the Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff	

- ^(a) Insert full name and address of special administrator
- ^(b) Insert date
- ^(c) The date must be at least 7 days before the date stated at (b) above

Form WAT12

**Notice to prepare and submit special administration statement of affairs
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991**

Name of water company	Company number
In the [full name of court]	For court use only Court case number

The special administrator(s) require(s) a statement of affairs to be prepared and submitted by^(a)

as to the affairs of^(b)

("the water company") within^(c) days.

A notice requiring submission of a statement of affairs has been sent to each of the following persons^(d)

Signed

Dated

Special administrator/Joint special administrators

WARNING^(e)

Section 235 of the Insolvency Act 1986, as applied by paragraph 11 of Schedule 3 to the Water Industry Act 1991, places a duty on you [as an officer of the water company] (e) to provide the special administrator with information and attend upon the special administrator if required. I/We have to warn you that failure to submit the statement of affairs required by this notice may make you liable to a fine and for continued contravention, to a daily default fine.

Note:

Forms and instructions for the preparation of the statement of affairs *will be supplied by the special administrator on request/ are enclosed. Under rule 32 of the Water Industry (Special Administration) Rules 2008, reasonable expenses incurred in making the statement of affairs can be claimed out of the company's assets.

^(a) Insert full name of each person required to submit statement

^(b) Insert full name of water company

^(c) Insert appropriate number of days

^(d) Insert full name and address of each person sent this notice

^(e) Delete as appropriate

Status: This is the original version (as it was originally made).

Rule 28

Form WAT13

Statement of affairs

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

Statement as to the affairs of ^(a)
on the ^(b)
the date that the water company entered special administration.

Affidavit

This affidavit must be sworn before a solicitor or commissioner for oaths or an officer of the Court duly authorised to administer oaths when you have completed the rest of this form.

I, ^(c)
of ^(d)

make oath and say that the several pages exhibited to this statement and attached marked are to the best of my knowledge and belief a full, true and complete statement as to the affairs of the above named water company as at the date of the special administration order.

Sworn at

Dated

Signature(s)

A Solicitor/ Commissioner for Oaths /duly authorised officer of the court.

The Solicitor, Commissioner or officer of the court is particularly requested, before swearing the affidavit, to make sure that the full name, address and description of the Deponent are stated, and to initial any crossings out or other alterations in the printed form. A deficiency in the affidavit in any of the above respects will mean that it is refused by the court and will necessitate its being re-sworn.

- (a) Insert name and address of registered office of the water company
- (b) Insert the date that the water company entered special administration
- (c) Insert name and occupation
- (d) Insert full address

A—Summary of assets

Assets	Book Value £	Estimated to realise £
--------	-----------------	---------------------------

Status: This is the original version (as it was originally made).

B—Summary of liabilities

		Estimated to realise
Estimated total assets available for preferential creditors (carried from page A)		£
Liabilities		
Preferential creditors	£	
Estimated deficiency/ surplus as regards preferential creditors		£
Estimated prescribed part of net property if applicable (to carry forward)	£	
Estimated total assets available for floating charge holders		£
Debts secured by floating charges	£	
Estimated deficiency/ surplus of assets after floating charges		£
Estimated prescribed part of net property if applicable (brought down)	£	
Total assets available to unsecured creditors		£
Unsecured non-preferential claims		
Estimated deficiency after floating charge if applicable (brought down)	£	
Estimated deficiency / surplus as regards creditors		£
Issue and called up capital	£	
Estimated total deficiency/ surplus as regards members		£

Signature _____ Date _____

Status: This is the original version (as it was originally made).

C - COMPANY CREDITORS

Note: You must include all creditors and identify all creditors under hire-purchase, chattel leasing or conditional sale agreements *and* customers claiming amounts paid in advance of the supply of goods or services *and* creditors claiming retention of title over the property in the water company's possession.

Name of creditor or claimant	Address (with postcode)	Amount of debt (£)	Details of any security held by creditor	Date security given	Value of security (£)

Signature _____ Dated _____

Form WAT14

Affidavit of concurrence with statement of affairs

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

With regards to the Statement of Affairs of^(a)

("the water company")

on the^(b)
by^(c)

This affidavit must be sworn before a Solicitor or Commissioner for Oaths or an officer of the Court duly authorised to administer oaths when you have completed the rest of this form
Affidavit

I^(d)

make oath and say that the several pages exhibited to this affidavit and attached marked are to the best of my knowledge

*a full, true and complete statement of the affairs of the water company as at the date of the special administration order.

OR

*, subject to the following qualifications^(e)

a full, true and complete statement of the affairs of the water company as at the date of the special administration order.

Status: This is the original version (as it was originally made).

Sworn at

Dated

Signature _____

A Solicitor / Commissioner for Oaths / duly authorised officer.

The Solicitor or Commissioner is particularly requested, before swearing the affidavit, to make sure that the full name, address and description of the Deponent are stated, and to initial any crossings out or other alterations in the printed form. A deficiency in the affidavit in any of the above respects will mean that it is refused by the court and will necessitate its being re-sworn.

- (a) Insert full name and address of registered office of the water company to which the statement of affairs relates
- (b) Insert date the statement of truth on the statement of affairs was made
- (c) Insert full name of person who made the statement of truth on the statement of affairs being concurred with
- (d) Insert full name and address of person making statement
- (e) Please list matters in the statement of affairs which you are not in agreement with, or which you consider to be erroneous or misleading, or matters to which you have no direct knowledge and indicate reason for listing them

Form WAT15

Statement of special administrator's proposals
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the	<i>For court use only</i>
[full name of court]	Court case number

I/We ^(a)

special administrator(s) of the water company attach a copy of *my/ our proposals for achieving the purposes set out in the special administration order. A statement under rule 33 of the Water Industry (Special Administration) Rules 2009 is also attached.

Signed _____
 Administrator/Joint Administrators

Dated _____

<p align="center">Contact Details:</p> <p>You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.</p>		
		Tel
	DX Number	DX Exchange
Companies House receipt date barcode	When you have completed and signed this form please send it to the Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff	

^(a) Insert full name(s) and address(es) of special administrator(s)

Status: This is the original version (as it was originally made).

Rule 34

Form WAT16

Statement of special administrator's revised proposals
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

I/We ^(a)

special administrator(s) of the water company, attach as a schedule to this form a copy of my/ our revised proposals for achieving the purposes set out in the special administration order and the reasons for the revisions.

(b) Insert date

A copy of these revised proposals was sent to all known creditors on ^(b)

(b)

Signed _____

Administrator/Joint Administrators

Dated _____

<p align="center">Contact Details</p> <p>You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.</p>		
		Tel
	DX Number	DX Exchange
Companies House receipt date barcode	When you have completed and signed this form please send it to the Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff	

^(a) Insert full name(s) and address(es) of special administrator(s)

^(b) Insert date

Form WAT17

Notice of order to deal with charged property
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

I/We ^(a)

special administrator(s) of the above water company obtained an order for the disposal of charged property/goods in possession of the company under a hire-purchase agreement ^(b) on ^(c)

An office copy of the court order is attached.

Signed _____
 Joint/ Administrator(s)

Dated _____

<p style="text-align: center;">Contact Details:</p> <p>You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> <tr> <td style="width: 60%; padding: 2px;">DX Number</td> <td style="width: 40%; padding: 2px;">Tel</td> </tr> <tr> <td style="padding: 2px;"> </td> <td style="padding: 2px;">DX Exchange</td> </tr> </table>				DX Number	Tel		DX Exchange
DX Number	Tel							
	DX Exchange							
Companies House receipt date barcode	When you have completed and signed this form please send it to the Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff							

^(a) Insert full name(s) and address(es) of special administrator(s)

^(b) References to “hire-purchase agreement” may here include conditional sale agreements, chattel leasing agreements and retention of title agreements

^(c) Insert date

Status: This is the original version (as it was originally made).

Rule 38

Form WAT18

Special administrator's abstract of receipts and payments
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the	<i>For court use only</i>
[full name of court]	Court case number

I/We ^(a)

special administrator(s) of the water company present the abstract of receipts and payments overleaf for the period from ^(b)

to ^(b)

Number of continuation sheets (if any) attached:

Signed _____

Dated _____

^(a) Insert full name(s) and address(es) of special administrator(s)

^(b) Insert date

Abstract

* Delete as applicable

Receipts		Amount
		£
<i>Brought forward from previous abstract (if any)</i>		
Received from		

Form WAT19

Notice of meeting in special administration proceedings
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the	<i>For court use only</i>
[full name of court]	Court case number

I/We^(a)

give notice that a meeting of *creditors/ members
 is to be held at ^(b)
 on ^(c)

*under s14(2)(b) of the Insolvency Act 1986, as applied by paragraph 4 of Schedule 3 to the
 Water Industry Act 1991

*at the direction of the court under s17(3)(b) of the Insolvency Act 1986, as applied by paragraph
 6 of Schedule 3 to the Water Industry Act 1991

for the purposes of ^(d)

A proxy form is enclosed which should be completed and returned to *[me]/[us] by the date of the
 meeting if you cannot attend and wish to be represented. In order to be entitled to vote at the
 meeting you must give *[me]/[us], at not later than midday on the business day before the day
 fixed for the meeting, details in writing of your claim.

Signed _____

*[Joint] special administrator(s)

Dated _____

^(a) Insert full name(s) and address(es) of the special administrator(s)

^(b) Insert details of place of meeting

^(c) Insert date and time of meeting

^(d) Insert details

Status: This is the original version (as it was originally made).

Rule 62

Form WAT20

Proxy (special administration)

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

Name and address of creditor/member^(a)

Name of proxy-holder

- 1.
- 2.
- 3.

I appoint the above person to be *my/the creditor's/the member's proxy-holder at the meeting of *creditors/members to be held on or at any adjournment of that meeting. The proxy-holder is to propose or vote as instructed below [and in respect of any resolution for which no specific instruction is given, may vote or abstain at *[his]/[her] discretion].^(c)

Voting instructions for resolutions^(d)

- 1.
- 2.

Signature _____ Date _____^(e)

Name in CAPITAL LETTERS

^(e)

Position with *creditor/member or relationship to *creditor/member or other authority for signature.^(f)

^(a) Please give full name and address for communications

^(b) Please insert name of person (who must be 18 or over) or the "chair 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.

^(c) Delete as applicable. Please delete words in brackets if the proxy-holder is only to vote as directed, i.e. has no discretion.

^(d) Please insert as appropriate

^(e) This form must be signed.

^(f) Delete as applicable. Only to be completed if the creditor/member has not signed in person.

Rule 70(4)

Form WAT21

Originating application

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

Between

Applicant ^(a)

and

Respondent ^(b)

Let ^(c)

attend

before the Judge/ Registrar on:—

Date:

Time: hours

at

Place:

on the hearing of an application by ^(a)

the applicant for an order in the following terms:—

^(d)

The grounds on which the applicant claims to be entitled to the order are ^(e)

*The names and addresses of the persons upon whom it is intended to serve this application are ^(f)

OR

*It is not intended to serve any person with this application

The applicant's address for service is: (h)

Date _____

Signed _____
(SOLICITOR FOR THE) APPLICANT

If you do not attend, the court may make such order as it thinks fit.

Status: This is the original version (as it was originally made).

- (a) Insert name of applicant
- (b) Insert name of respondent
- (c) Insert name and address of respondent
- (d) State the terms of the order to which the applicant claims to be entitled
- (e) Set out the grounds or refer to an affidavit in support
- (f) State the names and addresses of the persons intended to be served, if applicable
- (g) State the applicant's address for service

Form WAT22

Ordinary application

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

Between^(a)

Applicant

and^(b)

Respondent (b)

Take notice that I intend to apply to the Judge/Registrar on:—

Date:

Time: hours

at

Place:

for^(c)

Signed _____
(SOLICITOR FOR THE) APPLICANT

*My/ Our address for service is:—

*To: ^(d)

OR

*It is not intended to serve any person with this application

If you do not attend, the court may make such order as it thinks fit

^(a) Insert name of applicant

^(b) Insert name of respondent

^(c) State the nature and grounds of the application

^(d) Give the names(s) and address(es) of the person(s) (including the respondent) on whom it is intended to serve the application

Status: This is the original version (as it was originally made).

Rule 114

Form WAT23

**Appointment of shorthand writer (special administration proceedings)
In the matter of the Insolvency Act 1986 and the Water Industry Act 1991**

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

Upon the application of ^(a)
the court appoints ^(b)

to take down a written record of proceedings.

Made under rule 116 of the Water Industry (Special Administration) Rules 2008.

Dated _____

^(a) Insert name of applicant

^(b) Insert name and address of shorthand writer

Form WAT24

Declaration of shorthand writer (special administration proceedings)

In the matter of the Insolvency Act 1986 and the Water Industry Act 1991

Name of water company	Company number
In the [full name of court]	<i>For court use only</i> Court case number

I, ^(a)

^(b)
the shorthand writer appointed by this court to take down notes of the examination of ^(b)

do solemnly and sincerely declare that I will truly and faithfully take down the questions put to, and answers given by, [him]/[her]

and will deliver an accurate written record of them as the court directs.

Dated _____

Declared before me as follows: _____

Date _____

Place _____

Duly Authorised Officer

^(a) Insert name and address of shorthand writer

^(b) Insert name