



Insolvency Consultancy Experts Limited, (ICE) has emailed you this document to enable us to provide you with a consultancy package to assist your company in proposing a CVA. ICE takes great pride in maintaining a duty of care to all of our clients enabling them to receive the best service possible and a successful outcome of CVAs, which is in the top tier of acceptances in the UK.

THE CVA – STEPS

1. Print, read and then sign the “CVA Contract of Engagement” on Page 2 (fill in the top right hand box with your Company name etc.) and email it to ICE: **iceresult1@gmail.com**
2. Print, read and sign the “Consent and Notification” form on Page 3, and email it to ICE: **iceresult1@gmail.com**
3. Email ICE with your I.D. - Passport and current Utility Bill. Telephone ICE to confirm bank details and then make a transfer of £2,000 into the ICE Bank Account and put your company name as a reference on the bank transfer, then email ICE with a copy of the transfer.
4. Complete the ICE CVA Basic Company Information on page 4 and email it to ICE.

YOU MUST EMAIL A COPY OF YOUR I.D. TO ICE BEFORE TRANSFERRING ANY FUNDS IN ORDER TO COMPLY WITH MONEY LAUNDERING REGULATIONS - PLEASE INCLUDE YOUR COMPANY NAME AS A REFERENCE.

ALWAYS CALL ICE PRIOR TO TRANSFERS TO CONFIRM BANK DETAILS TO AVOID HACKERS

Please pay the £2,000 Consultancy Fee into the Insolvency Consultancy Experts Limited Bank account:

Sort Code: 23 – 69 – 72

Account No.: 03768235

When the average client debt is spread over 5 years with no interest then the costs should be viewed as minimal. It is important for you to feel the same way because if you do not then we need to discuss the merits of proceeding with a CVA in more detail with you.

CVA CONTRACT OF ENGAGEMENT

BETWEEN INSOLVENCY CONSULTANCY EXPERTS LIMITED TOGETHER WITH FASTSPEED LTD AND THE

BELOW NAMED CLIENT

Insolvency Consultants Experts Limited 31 Hall Gate Doncaster DN1 3NL Date: Signed by:	Client Company Name: Trading Address: Date: Director Signature: Director Printed Name:
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CONTRACT OF ENGAGEMENT

THE CONTRACT: It is agreed between Insolvency Consultancy Experts Ltd, hereby known as "ICE", Fastspeed Ltd, hereby known as "Fastspeed" and the Directors, herein after referred to as "the Directors" of the Company, named and addressed above, herein referred to as "the Company" as follows that the Directors undertake to employ ICE and Fastspeed upon the terms herein and in accordance with ICE and Fastspeed terms of Trade/Service, including disclaimer, which is available on request. During the continuance of this Contract, ICE and Fastspeed will be engaged by the Directors or any officer of the company, and will provide services as shall reasonably be required and which without prejudice to the generality of the foregoing, may include assisting the Directors as to their position, duties and responsibilities in relation to the relevant Insolvency Acts and in relation to any compulsory winding up proceedings that may have been taken against the Company and to consider the alternatives to compulsory liquidation and if appropriate, to assist the Directors in the preparation of a Company Voluntary Arrangement, herein after referred to as "CVA" and to appoint, on behalf of the Company, a CVA Packager, namely Fastspeed, along with a nominated UK Licensed Insolvency Practitioner to act as "Nominee" for the CVA Proposal. The information within the whole of the "Contract pack" is deemed to be part of this contract.

THE FEES: The Consultancy fees charged by ICE to the Directors during the continuance of this Contract for their services are £2000 Any adjournment fees are in addition to this contract and are £750 for London Courts only and may be deducted from any deposits held, if not discharged by the Company. The Consultancy fee is non-refundable and covers the period up to the company's creditor meeting. A Proposal deposit will be requested by Fastspeed from the company in order to progress the CVA proposal, which will be at the discretion of the CVA packager Fastspeed and is made up of two components, a Proposal Deposit which is for the packaging fee and a scheme deposit, which is apportioned solely by Fastspeed and the scheme deposit is disclosed in the CVA proposal. The scheme deposit will be transferred upon acceptance of the CVA proposal to the Nominee of the CVA, or in the case of a CVA rejection or withdrawal of the CVA by the directors of the company, the scheme deposit will be reserved for the benefit of the creditors of the company as a whole but may be used to discharge Nominee fees which will be noted within the CVA proposal charged by the Nominee to the company for the Nominee duties. In the event of a rejected CVA the Directors agree to Appoint ICE to arrange a Voluntary Liquidation of the company and will indemnify ICE against any loss should the Director instruct another company. Any requested reduction in Nominee fees through a creditor modification must be paid by the director to Fastspeed, in his personal capacity, outside of the CVA. In the majority of cases the Nominees fee will be paid out of the CVA arrangement contributions and/or the scheme deposit held by Fastspeed, by creditor consent. Any monies paid to either ICE or Fastspeed by the company director or other third party, on behalf of the company, are agreed by all parties to be treated as if paid on behalf of the Company, with adjustments made to the Director's Loan Account on the Company's accounting records. It is the responsibility of the Director in his/her personal capacity to pay the Nominee Fees even in the event that a third party claim is made on any scheme deposit.

TERMINATION: This agreement may be terminated by ICE, without prior notice, if the Directors shall fail to produce such information and records as shall be reasonably required by ICE to provide the services within this contract, fail to provide a Proposal deposit to Fastspeed, or be guilty of grave misconduct or wilful neglect in the continuance of trade or act in any manner which in the opinion of ICE is contrary to the interest of the creditors of the Company. This agreement may be terminated by the Directors on giving seven days' notice in writing addressed to ICE at their principal place of business. This contract is to be deemed terminated should ICE no longer provide consultancy services for the Company.

GENERAL: The headings in the Agreement are for ease of reference only and do not affect its construction, meaning, or interpretation. Nothing in this agreement shall create or be deemed to create a partnership or the relationship of principal and agent or employer and employee between the parties. It is agreed between the parties hereto that ICE and Fastspeed are not responsible for any decisions reached or actions taken by the Directors of the Company during the continuance of this Contract. The Directors hereby indemnify ICE and Fastspeed along with their employees together with agents appointed by ICE and Fastspeed against any legal action that may be taken by any party in connection with the services offered within this contract. It is agreed that ICE and Fastspeed will be holding data on the company in accordance with GDPR regulations and may hold this data until they receive further instructions by the Company. The content of this contract cannot be altered by the directors irrespective of any future correspondence from either party. This agreement shall be governed by and construed in all respects in accordance with English Law. Terms of services are available upon request. The Directors confirm that following an initial consultation with ICE, instructions have been given to proceed with preparation of a proposal for a CVA, under the relevant Insolvency Acts. The Directors confirm that the alternatives to a CVA that are available, including liquidation, have been given and understood. The full consequences of each alternative have been explained, including the period of an arrangement compared to liquidation.

CONSENT AND NOTIFICATION

TO WHOM IT MAY CONCERN

Dear Sirs,

Please note that **Insolvency Consultancy Experts Limited and Fastspeed Ltd** have been engaged in respect of the financial affairs of the company named below and have been engaged to assist in putting together a Directors' proposal for a Company Voluntary Arrangement (CVA). Furthermore, they have my full permission to request and discuss any information that they deem necessary.

Yours faithfully

PRINT NAME OF COMPANY: _____

SIGNATURE OF DIRECTOR

PRINT NAME OF DIRECTOR

DATE

COMPANY INFORMATION

Company name:	Trading name:
Company number:	Date of incorporation:
Telephone number:	Email address / Website
Nature of business:	
Principal Trading Address:	Registered Office Address:

DIRECTOR

Name of director:	Home Address	Contact Details
Date of Appointment		Home:
Number of shares held:		Mobile:
		Work:
		Email: