



**TO ALL KNOWN CREDITORS**

9 February 2012

*When telephoning please ask for Nick McLaren*

Our ref: AAB/MXJ/NHM/DCL/SD355D

Dear Sir

**Drumbow Contracts Limited (in Administration) (“the Company”)**

I was appointed Joint Administrator of the Company on 6 February 2012 together with my colleague J Bruce Cartwright. I enclose Form 2.11B (Scot), the statutory notice of our appointment.

The purchase orders issued by the Company before my appointment are being reviewed and I will be contacting the suppliers concerned regarding these orders. In the meantime please do not supply any goods ordered prior to my appointment without my authorisation.

**Amounts due to creditors at the date of appointment**

Please complete and return to the Company at c/o PricewaterhouseCoopers LLP, 141 Bothwell Street, Glasgow G2 7EQ the attached statement of claim, Form 4.7 (Scot) also noting, where applicable, your Company's registered number. This will help to ensure that your claim is reflected in the statement of affairs that the directors are required to prepare and is required should you wish to vote on the Administrators' proposals or should you need to prove your claim in the event that there are sufficient realisations to permit payment of a dividend in this or any subsequent insolvency proceedings.

In order to assist me further please supply:

- Details of any outstanding orders;
- Details of any Company property you hold;
- Details of any property which the Company may be holding on hire or rental from you and if known, the address where this property is held.

It is too early to give any indication of the prospects of return for creditors.

*A A Brown and J B Cartwright have been appointed as Joint Administrators of Drumbow Contracts Limited to manage its affairs, business and property as its agents, without personal liability. A A Brown and J B Cartwright are licensed in the United Kingdom to act as insolvency practitioners by the Institute of Chartered Accountants of Scotland.*

*PricewaterhouseCoopers LLP, 141 Bothwell Street, Glasgow G2 7EQ  
T: +44 (0) 141 355 4000, F: +44 (0) 141 355 4005, www.pwc.co.uk*



### ***Reporting to creditors***

As Administrator I am required to prepare my proposals for distribution to all known creditors by providing the information required by Rule 2.25 of the Insolvency (Scotland) Rules 1986 as soon as reasonably practicable and, in any event within 8 weeks of the date of my appointment. These will be accompanied by a notice convening a meeting of creditors or, depending upon the circumstances, an explanation as to why no such meeting is required. You will receive notification of any creditors meeting, together with a copy of my proposals in due course.

I regret that I cannot enter into general correspondence with creditors regarding the Company's affairs in the meantime.

Creditors whose claims include VAT may be able to obtain VAT bad debt relief six months after the taxable supply. If you are not familiar with the procedure you should contact your local VAT office.

### ***Restrictions on the rights of creditors***

The appointment of Administrators restricts the rights of creditors in a number of ways. In particular the rights to start or continue legal proceedings or to enforce security are suspended. Paragraph 43 of Schedule B1 to the Insolvency Act 1986 makes clear that goods in the possession of the Company cannot be repossessed without the consent of the court or the Administrator.

### ***Directors' conduct***

Under the insolvency legislation, the Joint Administrators have a duty to consider the conduct of those who have been directors of the Company at any time within the three years preceding our appointment. I also have a duty to consider whether any action should be taken against the directors or others for the recovery of, or contribution to, the Company's assets. If there is anything that you feel I should be aware of, please complete the enclosed creditors' questionnaire or alternatively write to me separately at the above address. This is part of our usual procedures and does not imply any criticism of the directors' conduct.

I will be considering the possible sale of the Company's business. Accordingly, I shall be pleased to hear from any person who may be interested in acquiring the business and assets.

Yours faithfully  
for and on behalf of  
Drumbow Contracts Limited

A handwritten signature in blue ink, appearing to read 'Alan A Brown', is written over the typed name.

Alan A Brown  
Joint Administrator

Enclosure:      Form 2.11B (Scot)  
                      Statement of claim, Form 4.7 (Scot)  
                      Creditors' questionnaire

**Drumbow Contracts Limited (in Administration)**

**Questionnaire on Directors' Conduct**

Creditor's name and address	
Estimated Claim	£
What was the authorised credit limit?	£
If the estimated claim exceeds the credit limit, on what basis or terms was the credit increased?	
Please provide details of any comfort, security or assurance given to you to allow continuance of credit	
When were you first aware that there were difficulties in getting payment and what was the evidence of this?	
Please provide details, including dates, of any writs, summons, decrees or any other legal action you took to recover your debt	
Please provide details of any cheques which were dishonoured, including dates and amounts	
Are there any particular matters which you feel should be reviewed? If so, please provide brief details	
Date	
Signature	
Name	
Position	

**Statement of Claim by Creditor**

Pursuant to Rule 4.15(2)(a) of the Insolvency (Scotland) Rules 1986

<p><b>WARNING</b></p> <p>It is a criminal offence</p> <ul style="list-style-type: none"> <li>for a creditor to produce a statement of claim, account, voucher or other evidence which is false, unless he shows that he neither knew nor had reason to believe that it was false; or</li> </ul>	<ul style="list-style-type: none"> <li>for a director or other officer of the company who knows or becomes aware that is false to fail to report it to the liquidator within one month of acquiring such knowledge. On conviction either the creditor or such director or other officer of the company may be liable to a fine and/or imprisonment.</li> </ul>
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Notes

(a) Insert name of company (a) Drumbow Contracts Limited

(b) Insert name and address of creditor (b)

(c) Insert name and address, if applicable, of authorised person acting on behalf of the creditor (c)

(d) Insert total amount as at the due date (see note (e) below) claimed in respect of all the debts, the particulars of which are set out overleaf. I submit a claim of (d) £ in the liquidation of the above company and certify that the particulars of the debt or debts making up that claim, which are set out overleaf, are true, complete and accurate, to the best of my knowledge and belief.

(e) The due date in the case of a company  
 (i) which is subject to a voluntary arrangement is the date of a creditors' meeting in the voluntary arrangement;  
 (ii) which is in administration is the date of the administration order;  
 (iii) which is in receivership is the date of appointment of the receiver; and  
 (iv) which is in liquidation is the commencement of the winding up.

Signed

\_\_\_\_\_  
 Creditor/person acting on behalf of creditor

The date of commencement of the winding up is  
 (i) in a voluntary winding up the date of the resolution by the company for winding up (sect. 86 or 98); and  
 (ii) in a winding up by the court, the date of the presentation of the petition for winding up unless it is preceded by a resolution for voluntary winding up (section 129)

Date

\_\_\_\_\_

**PARTICULARS OF EACH DEBT**

## Notes

A separate set of particulars should be made out in respect of each debt.

- |  |  |
|--|--|
| <p>1. Describe briefly the debt, giving details of its nature, the date when it was incurred and when payment became due</p> <p>Attach any documentary evidence of the debt, if available.</p>   | <p><b>1. Particulars of Debt</b></p>         |
| <p>2. Insert total amount of the debt, showing separately the amount of principal and any interest which is due on the debt as at the due date (see note (e)). Interest may only be claimed if the creditors is entitled to it. Show separately the VAT on the debt and indicate whether the VAT is being claimed back from HM Customs and Excise.</p> | <p><b>2. Amount of Debt</b></p>              |
| <p>3. Insert the nature and amount of any preference under Schedule 6 to the Act claimed in respect of the debt.</p>   | <p><b>3. Preference claimed for Debt</b></p> |
| <p>4. Specify and give details of the nature of any security held in respect of the debt, including:-</p> <p>(a) the subjects covered and the date when it was given;</p> <p>(b) the value of the security</p>   | <p><b>4. Security for debt</b></p>           |

Security is defined in section 248(b) of the Insolvency Act 1986 as meaning 'any security (whether heritable or moveable), any floating charge and any right of lien or preference and any right of retention (other than a right of compensation or set off)'. For claims in administration procedure security also includes a retention of title agreement, hire purchase agreement, agreement for the hire of goods for more than three months and a conditional sale agreement (see Rules 2.11 and 2.12).

In liquidation only the creditor should state whether he is surrendering or undertakes to surrender his security; the liquidator may at any time after 12 weeks from the date of commencement of the winding up (note (e)) require a creditor to discharge a security or to convey or assign it to him on payment of the value specified by the creditor.

- |   |                                       |
|---|---------------------------------------|
| <p>5. In calculating the total amount of his claim in a liquidation, a creditor shall deduct the value of any security as estimated by him unless he surrenders it (see note 4.). This may apply in administration (see Rule 2.11).</p> | <p><b>5. Total amount of debt</b></p> |
|---|---------------------------------------|

The Insolvency Act 1986

# Notice of administrator's appointment

Pursuant to paragraph 46 of Schedule B1 to the Insolvency Act 1986 and Rule 2.19 of the Insolvency (Scotland) Rules 1986

Name of Company Drumbow Contracts Limited
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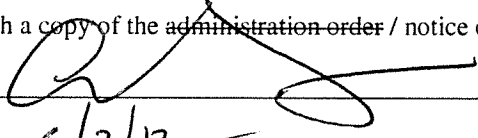
Company Number SC286369
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(a) Insert full name(s) and address(es) I/We (a) Alan A Brown of 141 Bothwell Street, Glasgow, G2 7EQ and J Bruce Cartwright of Erskine House, 68-73 Queen Street, Edinburgh, EH2 4NH

give notice that ~~I was~~ / we were appointed as administrator(s) of the above company on:

\*Delete as applicable (b) 6 February 2012

(b) Insert date and attach a copy of the ~~administration order~~ / notice of appointment.

Signed 

Dated 6/2/12

Joint / Administrator(s) (IP No(s) 9744 & 9167)

### 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

Nick McLaren,	
Erskine House, 68-73 Queen Street, Edinburgh, EH2 4NH	
	Tel 0131 260 4402
DX Number	DX Exchange

When you have completed and signed this form please send it to the Registrar of Companies at:

Companies House receipt date barcode

Companies House, 4th Floor, Edinburgh Quay 2, 139 Fountainbridge, Edinburgh, EH3 9FF  
DX 235 Edinburgh / LP 4 Edinburgh-2

HBJ

# Notice of appointment of an administrator by company or director(s)

(Where a notice of intention to appoint has been issued)

Pursuant to paragraphs 22 and 29 of Schedule B1 to the Insolvency Act 1986 and Rule 2.16 of the Insolvency (Scotland) Rules 1986

Name of Company Drumbow Contracts Limited	Company number SC286369
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(a) Name and address of holder of registered office of the company

1. Notice is given that, in respect of (a) Drumbow Contracts Limited, of 3 Inchcourse Place, Whitehill Industrial Estate, Bathgate, EH48 2EE ("the company")

the company ("the appointor") hereby appoints

(b) Give name(s) and address(es) of administrator(s)

(b) Alan Alexander Brown of PricewaterhouseCoopers LLP, 141 Bothwell Street, Glasgow, G2 7EQ and John Bruce Cartwright of PricewaterhouseCoopers LLP, Erskine House, 68-73 Queen Street, Edinburgh, EH2 4NH

as administrators of the company.

\*Delete as applicable

2. The amount of the company's share capital paid up or credited as paid up is £100 divided into 100 ordinary shares of £1 each.

3. The statement(s) of the proposed administrator(s) are attached.

4. The appointor is entitled to make an appointment under paragraph 22 of Schedule B1 to the Insolvency Act 1986.

5. The appointment is in accordance with Schedule B1 to the Insolvency Act 1986.

\*Delete as applicable

6. The company is not an insurance undertaking/a credit institution/an investment undertaking providing services involving the holding of funds or securities for third parties/a collective investment undertaking under Article 1.2 of the EC Regulation.

(c) State whether main, secondary or territorial proceedings

7. For the following reasons it is considered that the EC Regulation will apply. If it does, these proceedings will be (d) main proceedings as defined in Article 3 of the Regulation: "Administration" is listed in Annex A of the EC Regulation being "insolvency proceedings" as referred to in Article 1 of the EC Regulation and the company is registered in and the appointor is aware of no evidence which would rebut the presumption that its centre of main interests is in the United Kingdom, and the company does not fall within one of the excepted categories.

8. Where there are joint administrators, a statement for the purposes of paragraph 100(2) of Schedule B1 to the Insolvency Act 1986 is attached.

9. The appointor has given written notice of the intention to appoint in accordance with paragraph 26(1) of Schedule B1 to the Insolvency Act 1986 and a copy of that notice was lodged in Court of Session, Parliament House, Parliament Square, Edinburgh (court) on

(d) Insert date

(d) 6th FEBRUARY 2012

and each person to whom the notice was sent has consented to this appointment.

(e) Insert name and address of person making declaration

10. I

10. I(e) ALEXANDER CLARKSON OF 3 INCHCOURSE PLACE,  
WHITEHILL INDUSTRIAL ESTATE, EH48 2GG  
DIRECTOR OF DRUMBOW CONTRACTS LIMITED

(If making the declaration on behalf of appointor indicate capacity e.g. director/solicitor)

do solemnly and sincerely declare that-

- (i) the information provided in this notice; and
- (ii) the statement made and information given in the notice of intention to appoint,

are, and remain, to the best of my knowledge and belief, true,

AND I making this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1835.

Declared at 3 INCHCOURSE PLACE, WHITEHILL INDUSTRIAL ESTATE, BATHGATE

Signed *Alexander Clarkson*

This 6<sup>th</sup> day of FEBRUARY 2012

before me *Timothy Cooper* TIMOTHY COOPER,

A Notary Public or Justice of the Peace or Solicitor

(f) Insert date and time

Endorsement to be completed by the court

This notice was lodged on (f) 6 February 2012 10:40 *Timothy Cooper*



Rule 2.2  
Rule 2.4  
Rule 2.10  
Rule 2.16  
Rule 2.53

The Insolvency Act 1986

Form 2.1B (Scot)

## Statement of proposed administrator

Pursuant to paragraph 18(3) or 29(3) of Schedule B1 to the Insolvency Act 1986 and Rule 2.2, 2.4(2), 2.10(2), 2.16(3) or 2.53(1) of the Insolvency (Scotland) Rules 1986

Name of company Drumbow Contracts Limited	Company number SC286369
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(a) Insert name and address of proposed administrator

1. I, Alan Alexander Brown of PricewaterhouseCoopers LLP, 141 Bothwell Street, Glasgow, G2 7EQ hereby certify that I am authorised under the provisions of Part XIII of the Insolvency Act 1986 to act as an insolvency practitioner

I.P. No.: 9744

Name of Regulatory Body:

(b) Insert name of company

Institute of Chartered Accountants in Scotland

\* Delete as applicable

(c) Insert name of person presenting administration application or making the appointment

2. I consent to act as administrator of (b) Drumbow Contracts Limited ("the company") in accordance with the notice of appointment of the company

(d) Insert date of application or notice of appointment

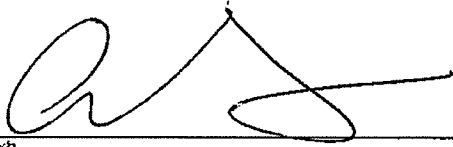
dated <sup>at</sup> 6/2/2012

\* Delete as applicable

3. I am of the opinion that the purpose of administration is reasonably likely to be achieved.

4. I have not had a prior professional relationship with the company.

Signed



Dated

<sup>at</sup> 6/2/2012



Rule 2.2  
Rule 2.4  
Rule 2.10  
Rule 2.16  
Rule 2.53

The Insolvency Act 1986

Form 2.1B (Scot)

## Statement of proposed administrator

Pursuant to paragraph 18(3) or 29(3) of Schedule B1 to the Insolvency Act 1986 and Rule 2.2, 2.4(2), 2.10(2), 2.16(3) or 2.53(1) of the Insolvency (Scotland) Rules 1986

Name of company Drumbow Contracts Limited	Company number SC286369
--	----------------------------

(a) Insert name and address of proposed administrator

1. I, John Bruce Cartwright of PricewaterhouseCoopers LLP, Erskine House, 68-73 Queen Street, Edinburgh, EH2 4NH hereby certify that I am authorised under the provisions of Part XIII of the Insolvency Act 1986 to act as an insolvency practitioner

I.P. No.: 9167

Name of Regulatory Body:

(b) Insert name of company

Institute of Chartered Accountants in Scotland

\* Delete as applicable

(c) Insert name of person presenting administration application or making the appointment

2. I consent to act as administrator of (b) Drumbow Contracts Limited ("the company") in accordance with the notice of appointment of the company

(d) Insert date of application or notice of appointment

dated 6/2/2012

\* Delete as applicable

3. I am of the opinion that the purpose of administration is reasonably likely to be achieved.

4. I have not had a prior professional relationship with the company.

Signed \_\_\_\_\_

Dated \_\_\_\_\_ 6/2/2012



The Insolvency Act 1986

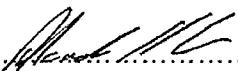
**Statement**

**Pursuant to paragraph 100(2) of Schedule B1 to the Insolvency Act 1986**

Name of Company: Drumbow Contracts Limited ("the Company")	Company number: SC286369
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Whereas, Alan Alexander Brown of PricewaterhouseCoopers LLP, 141 Bothwell Street, Glasgow, G2 7EQ and John Bruce Cartwright of PricewaterhouseCoopers LLP, Erskine House, 68-73 Queen Street, Edinburgh, EH2 4NH each a licensed insolvency practitioner are to be appointed as Joint Administrators of the Company ("**Joint Administrators**"). The Company, being the appointor of the Joint Administrators, hereby declares pursuant to paragraph 100(2) of Schedule B1 to the Insolvency Act 1986 that all and/or any of the powers which are conferred on the Joint Administrators by the Insolvency Act 1986 may be done by all and/or any of the Joint Administrators acting jointly or alone.

Signed for and on behalf of Drumbow Contracts Limited

Director ..... 

Full Name ..... ALEXANDER CLARKSON

Dated ..... 3/2/12.

## Notice of intention to appoint an administrator by company or director(s)

Pursuant to paragraph 26 of Schedule B1 to the Insolvency Act 1986 and Rule 2.13 of the Insolvency (Scotland) Rules 1986

Name of Company Drumbow Contracts Limited	Company number SC286369
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(a) Insert name and address of registered office of company

1. Notice is given that, in respect of (a) Drumbow Contracts Limited, of 3 Inchcorse Place, Whitehill Industrial Estate, Bathgate, EH48 2EE ("the company")

\* the company ("the appointor") intends to appoint

(b) Give name(s) and address(es) of proposed administrator(s)

(b) Alan Alexander Brown of PricewaterhouseCoopers LLP, 141 Bothwell Street, Glasgow, G2 7EQ and John Bruce Cartwright of PricewaterhouseCoopers LLP, Erskine House, 68-73 Queen Street, Edinburgh, EH2 4NH

as administrators of the company.

2. The amount of the company's share capital paid up or credited as paid up is £100 divided into 100 ordinary shares of £1 each.

3. This notice is being given to the following person(s), being person(s) who is/are or may be entitled to appoint an administrative receiver of the company or an administrator of the company under paragraph 14 of Schedule B1 to the Insolvency Act 1986:

(c) Insert name and address of each person to whom notice is given

(c) The Royal Bank of Scotland plc, 36 St Andrew Square, Edinburgh, EH2 2YB (company number SC090312) as the holder of a floating charge created 30 October 2006 and registered 2 November 2006.

4. The company has not, within the last twelve months—

- (i) been in administration;
- (ii) been the subject of a moratorium under Schedule A1 to the Insolvency Act 1986 which has ended on a date when no voluntary arrangement was in force; or
- (iii) been the subject of a voluntary arrangement which was made during a moratorium for the company under Schedule A1 to the Insolvency Act 1986 and which ended prematurely within the meaning of section 7B of the Insolvency Act 1986.

5. In relation to the company there is no—

- (i) petition for winding up which has been presented but not yet disposed of;
- (ii) administration application which has not yet been disposed of; or
- (iii) administrative receiver in office,

\*Delete as applicable

6. The company is not an insurance undertaking/a credit institution/an investment undertaking providing services involving the holding of funds or securities for third parties/a collective investment undertaking under Article 1.2 of the EC Regulation.

(d) Insert whether main, secondary or territorial proceedings

7. For the following reasons it is considered that the EC Regulation will apply. If it does, these proceedings will be (d) main proceedings as defined in Article 3 of the Regulation: "Administration" is listed in Annex A of the EC Regulation being "insolvency proceedings" as referred to in Article 1 of the EC Regulation and the company is registered in Scotland and the appointor is aware of no evidence which would rebut the presumption that its centre of main interests is in the United Kingdom, and the company does not fall within one of the excepted categories.

8. Attached to this notice is a copy of the resolution of the company to appoint an administrator.

(e) Insert full name of court

9. This notice is to be lodged in (e) The Court of Session, Parliament House, Parliament Square, Edinburgh

Any enquiries should be addressed not to the court but to the appointor at the address stated in this form.

(f) Insert name and address of person making declaration

10. I (f) ALEXANDER CHARKSON, OF 3 INCHCROSS PLACE, WHITEHILL INDUSTRIAL ESTATE, BATHGATE, EH48 2EP  
DIRECTOR OF DROMBOW CONTRACTS LIMITED

(If making the declaration on behalf of appointor indicate capacity e.g. director/solicitor)

hereby do solemnly and sincerely declare that:

- (i) the company is or is likely to become unable to pay its debts;
- (ii) the company is not in liquidation; and
- (iii) the statements in paragraphs 4 and 5 are, so far as I am able to ascertain, true,

and that the information provided in this notice is to the best of my knowledge and belief true,

AND I making this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1835.

Declared at 3 INCHCROSS PLACE, WHITEHILL INDUSTRIAL ESTATE, BATHGATE

Signed [Signature]

This 3RD day of FEBRUARY 2012

before me [Signature] TIMOTHY COOPER

A Notary Public or Justice of the Peace or Solicitor

Note: this form now to be sent to all those required to be sent the forms by Rule 2.13(2)

**Consent of Floating Charge Holder to Appointment of Administrator**  
(Do not detach this part of the form)

If, having read this notice, you have no objection to the making of this appointment you should complete the details in the box below and return a copy of this notice as soon as possible, and within five business days from receipt of this notice, to the appointor at the following address:

(g) Appointor to insert address

(g) Jamie McIntosh, HBJ Gateley, Exchange Tower, 19 Canning Street, Edinburgh EH3 8EH (reference: ROY0017.1856)

If your consent has not been given within five business days the appointor may make the appointment notwithstanding that you have not notified your consent to the appointment.

(h) Insert name and (i) Give details of charge, date registered and financial limit (if any)

(h) The Royal Bank of Scotland plc, 36 St Andrew Square, Edinburgh, EH2 2YB

being the holder of the following floating charge over the company's property:

(i) Floating charge dated 30 October 2006 and registered at Companies House on 2 November 2006

consents to the appointment of the administrator(s) in accordance with the details of this notice.

Signed

[Signature] - SENIOR CORPORATE MANAGER, AUTHORIZED SIGNATORY  
(If signing on behalf of a firm or company state position or office held)

Dated

3/2/12

(j) Insert date and time

**Endorsement to be completed by the court**

This notice was lodged on (j) \_\_\_\_\_