

**Rule 8.1 Insolvency Act 1986
Proxy (Administration)**

Notes to help completion of the form

Please give full name and address for communication

Please insert name of person (who must be 18 or over) or the "chairman 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

Please delete words in brackets if the proxy-holder is only to vote as directed i.e. he has no discretion

C. & G. Concrete Limited – in Administration

Name of creditor.....

Address

Name of proxy-holder

1.....

2.....

3.....

I appoint the above person to be my/the creditor's proxy-holder at the meeting of creditors to be held on 19 July 2011 at 10.00am, 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].

Voting instructions for resolutions

Please tick the appropriate boxes

	In Favour	Against
1. That the administrators' proposals dated 30 June 2011 be accepted.		
2. That a creditors' committee be formed if there are sufficient creditors willing to act.		
3. For the appointment of.....representing as a member of the creditors' committee		
4. That the unpaid pre-administration costs detailed at Appendix A of the administrators' proposals dated 30 June 2011 are approved for payment as expenses of the administration.		
5. That the administrators' fees be fixed by reference to the time properly given by the administrators and the various grades of their staff according to their firm's usual charge out rates for work of this nature and that the administrators be authorised to draw such fees from time to time.		
6. That the administrators be authorised to draw disbursements for services provided by their own firm (Category 2 disbursements) as follows: Photocopying - charged for circulars to creditors and other bulk copying only at 5p per sheet; mileage - at a maximum of 64p per mile (up to 2,000 cc) or 81p per mile (over 2,000cc) from time to time. These rates may periodically rise (for example to cover annual inflationary cost increases) over the period of the administration. All other disbursements to be charged at cost.		
7. That the administrators be discharged from liability pursuant to Paragraph 98(1) of Schedule B1 to the Insolvency Act 1986 in respect of any action of theirs as administrators 14 days after they cease to be joint administrators of the company.		

This form must be signed

Signature **Date**

Name in CAPITAL LETTERS

Only to be completed if the creditor has not signed in person

Position with creditor or relationship to creditor or other authority for signature:

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