### **Supplier FAQs**

## What has happened?

- Zelf Hussain, Toby Underwood and Ian Green of PricewaterhouseCoopers LLP have been appointed as joint administrators of the company on 28<sup>th</sup> February 2018.
- The company has experienced trading difficulties and this has resulted in the company being unable to meet its liabilities as they fall due.
- The joint administrators will continue to trade the business whilst discussions with interested parties with regard to a sale of the business are explored. Stores will be open as normal during this time.
- If suppliers withdraw their support then a sale may not be achieved and the business will have to be wound down.

# When will I get paid?

- Payment for goods and services provided prior to the date of appointment will not be paid for.
- However, you can submit a claim with the Administrators for the amount you were owed prior to their appointment. If there are funds available, you may receive a dividend payment in due course, although at this time we cannot estimate what this will be. Details of how to file a claim will be forwarded to all suppliers in due course.
- You will be paid on normal terms for any goods and services provided to the company with a signed purchase order after the date of the Administrators' appointment.

### I have goods on site can I get them back?

• If you believe you a retention of title claim over goods that you have supplied to the company please contact the Administration team at maplin@uk.pwc.com who will deal with your enquiry.

### Am I required to continue providing service or supplies?

• The Administrators may request that you continue to supply goods and services to the company during the administration. Ultimately the decision as to whether you wish to supply is yours.

# How do I continue to supply the company in receivership / administration?

- Only services and supplies ordered by the Administrators or their authorised representatives will be paid for. All purchases will be ordered using a new sequence of purchase order form. This will be signed by one of the authorised signatories whose names and signatures are shown on the suppliers letter, a copy of which will be made available to you.
- Only goods and services supplied to the company in administration accompanied by a signed purchase order form will be paid for. It is the responsibility of the supplier to ensure compliance with this procedure.

### Will the Administrators provide me with a guarantee?

• No, it is not the policy of the Administrators to provide any form of guarantee.