

Bad debt advice is for those companies that are owed money, such as outstanding invoices for goods or services provided, which for whatever reason is not being paid by the debtor. We can assist you in attempting to obtain the maximum possible recovery by...

Company & Individual Searches...

Searches are carried out on line. Basic information can be provided free of charge and more complex searches are charged according to the level of information required. Most searches are received within a period of 24 hours. Various information is required to ensure the correct company/individual is being searched.

Recovery Proceedings...

We offer advice on the procedures to be followed to commence recovery proceedings. Two levels of service are available one is an explanation of the form needing completion and answering basic questions, and another is taking the full responsibility for pursuing the debt. If initial proceedings are unsuccessful, we can advise clients of the next steps and refer them to suitable lawyers if appropriate. This is usually charged on a time cost basis. We can also instruct tracing agents to assist in locating individuals or company directors etc.

Representation at a Meeting of Creditors...

When creditors receive notice of a liquidation *Proof of Debt and Proxy Forms* are received. They need to be completed to register a claim in the proceedings. We offer advice on the completion of these forms.

If you have a debtor that is entering into a formal insolvency procedure, i.e. Administration, Liquidation, Voluntary Arrangement, etc., it is important that you have professional representation at the meeting of creditors, where you will have the opportunity to ask questions regarding the company's or the individual's affairs. Representation at the meeting can have significant benefits, including...

- Improved dividend prospects
- A lead to the modification of proposals
- Assurance that all the relevant facts, which may not have been revealed, are brought to the attention of the meeting

(continued)



business recovery & insolvency

bad debt advice...

If you require, an experienced insolvency professional, Dains will attend a meeting on your behalf. A report of the outcome of the meeting of creditors will also be provided within two days of the meeting. Alternatively, you may wish an experienced insolvency professional from Dains to accompany you to the meeting and advise you on the insolvency procedures.

We are able to assist with...

- Attending meeting of creditors
- Reporting on the outcome of the meeting
- Advising on the insolvency procedure

Services are provided by our dedicated team of professionals with experience across a wide spectrum of business sectors. We are pleased to offer a free initial consultation to assess the company's circumstances and to advise on other options available.

For further information or advice on administration please contact us on 0845 555 8844 or email us on recovery@dains.com.



0845 555 8844

www.dains.com