

13 February 2019

TO ALL CREDITORS

AJ/CG/PN/SS/MP/OP

Direct Line: 020 3727 1700

Direct Email: UWCreditors@fticonsulting.com

Dear Sirs,

Utilitywise PLC (In Administration) (“the Company”)
In the High Court of Justice Business and Property Courts of England and Wales Insolvency and Companies
List (ChD) Number: 001097 of 2019

I write to advise you that Chad Griffin and I were appointed as Joint Administrators of the Company on 13 February 2019. I enclose formal notice of our appointment.

Regrettably, I have concluded that following my appointment I am unable to continue the business of the Company. As a result, it ceased trading on 13 February 2019.

As a result of my appointment, you are an unsecured creditor of the Company in respect of money owed to you arising from goods or services provided prior to the date of my appointment. Please note that I cannot presently make any payment to creditors of the Company regarding any debts arising prior to my appointment. Whilst it is the responsibility of the directors to provide me with details of the debts owed by the Company, I would be grateful if you could forward details of your claim to me using the enclosed proof of debt form.

If you consider that you have supplied goods to the Company that are subject to retention of title, I should be grateful if you would notify me of this fact within the next 10 days by emailing UWCreditors@fticonsulting.com with the subject header “RETENTION OF TITLE”. If you do not notify me of any retention of title claims you consider you have within the next 10 days, then I will assume that you have no such claim to the goods you have supplied to the Company.

If you do consider that you have a retention of title claim, then you should send me the following documentation to support your claim:

- A copy of your standard terms and conditions of supply of goods;
- Evidence that the company accepted such conditions;
- Copies of delivery notes/proof of delivery;
- Copies of unpaid invoices to which your claim relates; and
- Evidence that you supplied the goods in question, as opposed to any other supplier who may supply the same or similar goods.

You should also telephone a member of the Administrators’ staff in order to arrange for the inspection of any goods that may be at the Company’s premises in order that these may be identified.

If you have supplied the Company with equipment, vehicles etc that are subject to a finance agreement, or have hired equipment, vehicles etc to the Company then you should forward to me proof of ownership and a detailed

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description of the items concerned. If applicable, please also provide me with details of the amounts required to settle the finance agreement and for the Company to acquire the asset from you.

Please note that under the Insolvency Act 1986 (“the Act”) you are not able to enforce any finance agreements, retention of title claims, or security held over the Company’s assets without my consent or that of the Court. In addition, you cannot commence, or continue, any other proceedings, execution, distress or other legal process against the Company except with my consent or that of the court.

If you are a customer of the Company as well as a creditor, please note that any goods or services provided by the Company after my appointment must be paid for in full and no lien or right of set-off may be exercised in respect of any claims against the Company which are outstanding at the date of my appointment. In addition, no lien or right of set-off may be exercised over any goods that came into your possession from 13 February 2019, the date of my appointment, in respect of any sums that may be owed to you by the Company.

I am currently obtaining information about the Company, its business and the extent of its assets and liabilities. I will send you my proposals for dealing with the affairs of the Company as soon as possible, but certainly within 8 weeks of my appointment.

As part of my statutory duties, it is my responsibility to report on the conduct of the directors of the Company and to consider any areas requiring investigation with a view to making asset recoveries. I should be pleased to receive from you any information that you have about the way that the Company’s business was conducted or potential asset recoveries that you consider will assist me.

Further information about creditors’ rights can be obtained by visiting the creditors’ information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder’s fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at <https://www.fticonsulting-emea.com/~media/Files/emea--files/creditors-portal/cip-emea-forms-info/guide-to-administrators-fees-6-april-2017-england-wales.pdf>. There are different versions of these Guidance Notes, please refer to the April 2017 version in this case.

If you do not wish to receive any future documents regarding the insolvency proceedings, you may elect to become an opted-out creditor at any time by notifying me in writing that you wish to opt out of future documents. Once you have opted out, you will remain as such unless, or until, you revoke your notice to opt out in writing. Please note that I am still required to notify you of certain aspects of the insolvency proceedings, regarding dividends. Further information regarding opting out is enclosed.

For future correspondence, I intend to apply rule 1.50 of the Insolvency (England & Wales) Rules 2016 (“IR 2016”) whereby I can put future documentation relating to the Administration on to a website and need not write to creditors to notify them that I have done so. Further information about this is set out in the enclosed notice.

Information about our collection, use and protection of personal data can be found here:

<https://www.fticonsulting-emea.com/~media/Files/emea--files/creditors-portal/cip-emea-forms-info/cip-data-privacy.pdf>

If you have any queries regarding the conduct of the Administration, or if you want hard copies of any of the documents made available online, you should contact a member of the Administrators’ staff by email at UWCreditors@fticonsulting.com, or by phone on 020 3727 1700.

Yours faithfully,
For and on behalf of the Company



Andrew Johnson
Joint Administrator

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The affairs, business and property of Utilitywise PLC ("the Company") are being managed by the Joint Administrators. The Joint Administrators act as agents of the Company and without personal liability.

Andrew Johnson and Chad Griffin are licensed in the United Kingdom to act as insolvency practitioners by the Institute of Chartered Accountants in England and Wales, under section 390A(2)(a) of the Insolvency Act 1986.

As Insolvency Practitioners, when carrying out all professional work relating to an insolvency appointment, Chad Griffin and I are bound by the Insolvency Code of Ethics, as well as by the regulations of our professional body. We can confirm that we have not identified any threats to the ethical fundamental principles in respect of this case.

Notice of Administrator's Appointment

UTILITYWISE PLC (In Administration) ("the Company")
In the HIGH COURT OF JUSTICE BUSINESS AND PROPERTY COURTS OF ENGLAND AND WALES INSOLVENCY
AND COMPANIES LIST (ChD) Number: 001097 of 2019
Company Number: 05849580

Notice is given by Andrew Johnson (IP Number: 17670) and Chad Griffin (IP Number: 9528) of FTI Consulting LLP, 200 Aldersgate Street, Aldersgate, London, EC1A 4HD, under paragraph 46 of Schedule B1 of The Insolvency Act 1986 and rule 3.27(3) of The Insolvency (England and Wales) Rules 2016, that we were appointed Joint Administrators of UTILITYWISE PLC on 13 February 2019.

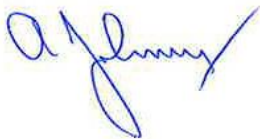
The affairs, business and property of UTILITYWISE PLC are being managed by the Administrators, Andrew Johnson and Chad Griffin. The Administrators act as agents of the Company and contract without personal liability.

The Joint Administrators are authorised to act either jointly or separately.

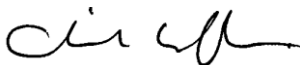
Creditors requiring further information regarding the Administration should either contact me at FTI Consulting LLP, 200 Aldersgate Street, Aldersgate, London, EC1A 4HD, or contact a member of my staff by email at UWCreditors@fticonsulting.com, or by phone on 020 3727 1700.

The nature of the business was distribution of electricity, management consultancy activities other than financial management and environmental consulting activities.

DATED THIS 13th DAY OF FEBRUARY 2019



Andrew Johnson
Joint Administrator



Chad Griffin
joint Administrator

Rule 14.4 The Insolvency (England and Wales) Rules 2016**Proof of Debt – General Form**

IN THE **HIGH COURT OF JUSTICE BUSINESS AND PROPERTY COURTS OF ENGLAND AND WALES INSOLVENCY AND COMPANIES LIST**

Number: **CR-2019-001097**

Name of Company in Administration: **Utilitywise Plc**

Company Registration Number: **05849580**

Date of Administration: **13 February 2019**

1 Name of creditor
(If a company, please also provide the company registration number).

2 Correspondence address of creditor (including any email address)

3 Total amount of claim (£)
(include any Value Added Tax)

4 If amount in 3 above includes (£)
outstanding uncapitalised interest, state amount.

5 Details of how and when the debt was incurred.
(If you need more space, attach a continuation sheet to this form)

6 Details of any security held, the value of the security and the date it was given.

7 Details of any reservation of title claimed in respect of goods supplied to which the debt relates.

8 Details of any document by reference to which the debt can be substantiated

9 Signature of creditor
(or person authorised to act on the creditor's behalf)

10 Address of person signing if different from 2 above

11 Name in BLOCK LETTERS:

12 Position with, or relation to, creditor

13 Date of signature

Admitted to vote for

Amount (£)

Date

Admitted for dividend for

Amount (£)

Date

Andrew Johnson
JOINT ADMINISTRATOR

Andrew Johnson
JOINT ADMINISTRATOR

Notes:

1. This form can be authenticated for submission by email by entering your name in block capitals and sending the form as an attachment from an email address which clearly identifies you or has been previously notified to the office holder. If completing on behalf of a company, please state your relationship to the company.

Information to creditors on opting out

Utilitywise Plc (In Administration) ("the Company")

In the HIGH COURT OF JUSTICE BUSINESS AND PROPERTY COURTS OF ENGLAND AND WALES INSOLVENCY
AND COMPANIES LIST Number 001097 of 2019
Company Number: 05849580

Notice is given by Chad Griffin and I to the creditors of Utilitywise Plc that creditors have the right to elect to opt out of receiving further communication about the insolvency procedure under rule 1.39 of The Insolvency (England and Wales) Rules 2016.

Any creditor may elect to become an opted-out creditor at any time, by delivering a dated notice of the request, in writing to me.

A creditor becomes an opted-out creditor when the notice is delivered to me.

Any creditor who elects to opt-out remains as such for the duration of the proceedings unless the opt out is revoked by a further notice in writing, dated and delivered to me.

A creditor ceases to be an opted-out creditor when the notice is received by me.

The opt out will not apply to the following:

- (i) a notice which the Insolvency Act 1986 requires to be delivered to all creditors without expressly excluding opted-out creditors;
- (ii) a notice of a change in the office-holder or a notice of a change in my contact details; or
- (iii) a notice of a dividend or proposed dividend or a notice which the court orders to be sent to all creditors or all creditors of a particular category to which the creditor belongs;

Opting-out will not affect a creditor's entitlement to receive dividends should any be paid to creditors.

Opting-out will not affect creditors' rights to vote in a decision procedure or a participate in a deemed consent procedure, although any creditor who opts-out will not receive notice of it.

Any creditor who opts out will be treated as having opted out in respect of consecutive insolvency proceedings of a different kind in respect of the same company.

Creditors requiring further information regarding the above, should either contact me at FTI Consulting LLP, 200 Aldersgate Street, Aldersgate, London, EC1A 4HD, or contact a member of my staff on 020 3727 1700, or by email at UWCreditors@fticonsulting.com.



Signed _____
Andrew Johnson, Joint Administrator

Dated: 13 February 2019

Notice to office holder to opt out of further correspondence

Name of creditor:

I, the above named, give notice that I elect to become an opted-out creditor and no longer wish to receive communications relating to the insolvency proceedings of Utilitywise Plc.

Signature of creditor:

Date:

Notice of use of Website to Deliver Future Documents**UTILITYWISE PLC – In Administration****In the HIGH COURT OF JUSTICE BUSINESS AND PROPERTY COURTS OF ENGLAND AND WALES INSOLVENCY
AND COMPANIES LIST (ChD) Number 001097 of 2019
Company Number 05849580**

Notice is given by Chad Griffin and I, the Joint Administrators, to the creditors of UTILITYWISE PLC, that under rule 1.50 of The Insolvency (England and Wales) Rules 2016, future documentation from the date of this notice, relating to the insolvency of the above will be made available at <https://www.fticonsulting-emea.com/cip/utilitywise-plc>.

1. Future documentation will be made available for viewing and downloading at <https://www.fticonsulting-emea.com/cip/utilitywise-plc>, without further notice to creditors.
2. The Administrator is not obliged to deliver any particular document to any person unless it is specifically requested.

Hard copies of all documents currently available on the website and all future documents which may be made available on the website can be requested by telephone on 020 3727 1700, or by email at UWCreditors@fticonsulting.com or in writing at FTI Consulting LLP, 200 Aldersgate Street, Aldersgate, London, EC1A 4HD.

3. This notice does not apply to the following circumstances:
 - i) Documents where personal delivery is required
 - ii) A notice of intention to declare a dividend
 - iii) Documents that are not being delivered generally, i.e. where they are only be sent to one or a small number of a particular class of members or creditors

Creditors requiring further information regarding the above, should either contact me at FTI Consulting LLP, 200 Aldersgate Street, Aldersgate, London, EC1A 4HD, or contact a member of my staff by telephone on 020 3727 1700, or by email at UWCreditors@fticonsulting.com.

Signed 

Andrew Johnson, Joint Administrator

Dated: 13 February 2019