

Commercial Debt Management Form

T: 0845 034 5130 F: 0845 034 5140

INTRODUCER'S DETAILS	
Introducer:	Contact Name:
Phone No:	Fax No:
Mobile:	Email:
Address:	

COMPANY INFORMATION	
Registered name of business:	Trading name:
Address:	Registered address if different:
Nature of business:	Registered number:
Directors swearing a Statement of Affairs:	

DIRECTOR 1		
Title (Mr/Mrs/Ms/Other):	Date of Birth:	National Insurance No:
Surname:	Forename:	
Middle Name(s):	Previous/Other Surname Used:	
Permanent Residential Address:		
Phone No:	Mobile No:	Email:

DIRECTOR 2		
Title (Mr/Mrs/Ms/Other):	Date of Birth:	National Insurance No:
Surname:	Forename:	
Middle Name(s):	Previous/Other Surname Used:	
Permanent Residential Address:		
Phone No:	Mobile No:	Email:

DIRECTOR 3		
Title (Mr/Mrs/Ms/Other):	Date of Birth:	National Insurance No:
Surname:	Forename:	
Middle Name(s):	Previous/Other Surname Used:	
Permanent Residential Address:		
Phone No:	Mobile No:	Email:

HISTORY OF BUSINESS

Please supply last 3 years accounts

Start date of business:

Main customers:

Suppliers:

Explanation why the business went into decline:

ASSETS

(Values of all assets owned or partly owned by the company, including property, vehicles, fixtures, plant and machinery and monies in the bank)

Description	Value	Outstanding loan	Settlement figure	Lender name	Lender address and account number
	£	£			
	£	£			
	£	£			
	£	£			
	£	£			
	£	£			
	£	£			
	£	£			
	£	£			
	£	£			

OTHER INFORMATION

Has the company given any assets away or sold at less than their market value within the last 5 years?

Assets not previously mention (e.g. items of exceptional value, property overseas, patents and copyrights, intellectual property and goodwill, other investments, insurance claims etc)

OTHER DEBTS

Description	Value	Outstanding loan	Period of debt outstanding	Address
HM Customs and Excise for VAT	£	£		
HM Collector of Taxes for PAYE	£	£		
HM Collector of Taxes for PAYE	£	£		
Trade creditors	£	£		
Gas	£	£		
Electricity	£	£		
Water	£	£		
Telephone	£	£		
Rent & Business rates	£	£		
Leasing creditors	£	£		
Unsecured loans (e.g. banks & credit cards)	£	£		
Corporation Tax	£	£		
Directors loans	£	£		
Other debits	£	£		

STAFF

Name	Outstanding wages	Outstanding holiday pay	Pay in notice of lieu	Redundancy pay	Unfair dismissal award
	£	£	£	£	
	£	£	£	£	
	£	£	£	£	
	£	£	£	£	
	£	£	£	£	
	£	£	£	£	

GENERAL INFORMATION

Commercial Mortgage Desk, Lismore House, 28b Wilton Road, Reading, Berkshire. RG30 2SS

Have you repaid any substantial debts in the last 2 years, if yes please supply detail:
Are there any amounts owed by the directors:
Any debits which are disputed:
Details of all winding up proceedings against the company:
Corporation Tax paid in the past:
Overcharging on bank interest:
Rates rebate:
3 rd party insurance policy:

DECLARATION

I/We, the undersigned, declare that the replies to the questions contained herein are true and complete to the best of my/our belief and I/we understand that they will be relied upon by, and may form the basis of any contract between, the applicant(s) and The Commercial Mortgage Desk Ltd and any of its lending principals.

PLEASE NOTE THAT ADDITIONAL INFORMATION MAYBE REQUIRED

Signed by Director 1	Print Name	Date
Signed by Director 2	Print Name	Date
Signed by Director 3	Print Name	Date