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STATUTORY INSTRUMENTS

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**2016 No. 1024**

**The Insolvency (England and Wales) Rules 2016**

**PART 17**

**CREDITORS' AND LIQUIDATION COMMITTEES**

**CHAPTER 3**

**Membership and formalities of formation of a committee**

**Notice of change of membership of a committee**

**17.7.**—(1) The office-holder must deliver or file a notice if there is a change in membership of the committee.

(2) The notice must contain the following—

- (a) the date of the original notice in respect of the constitution of the committee and the date of the last notice of membership given under this rule (if any);
- (b) a statement that this notice of membership replaces the previous notice;
- (c) identification details for any company that is a member of the committee;
- (d) the full name and address of any member that is not a company;
- (e) a statement whether any member has become a member since the issue of the previous notice;
- (f) the identification details for a company or otherwise the full name of any member named in the previous notice who is no longer a member and the date the membership ended.

(3) The notice must be authenticated and dated by the office-holder.

(4) Where the notice relates to a liquidation committee or a creditors' committee other than in a bankruptcy the office-holder must, as soon as reasonably practicable, deliver the notice to the registrar of companies.

(5) Where the notice relates to a creditors' committee in a bankruptcy the office-holder must, as soon as reasonably practicable—

- (a) in bankruptcy proceedings based on a petition file the notice with the court; and
- (b) in bankruptcy proceedings based on a bankruptcy application deliver the notice to the official receiver.