

INFORMATION REQUIRED BY QLTR RE FUNDS HELD IN RESPECT OF A DISSOLVED COMPANY (NB. ONLY FUNDS DUE TO SCOTTISH REGISTERED DISSOLVED COMPANIES SHOULD BE REMITTED TO THE QLTR)

(This form to be completed in **Block Capitals (if handwritten)** and sent with a covering letter on firm's official headed paper. NB. Cheque should be made payable to 'The Queen's and Lord Treasurer's Remembrancer'). **NB. Separate cheque and covering letter is required with each company balance.**

Name of Client / Company:

Company Number:

Date of dissolution (NB. Include Companies House printout showing company status or equivalent document):

Transaction description:

Date of settlement/last contact with Client / Company:

Amount of Balance: £

Reason balance held:

Balance held (after deduction of any fee):

Is there a file/records held? (If yes, include your file reference):

PLEASE INCLUDE ANY OTHER RELEVANT INFORMATION IN YOUR COVERING LETTER