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| **KINGS’S AND LORD TREASURER’S REMEMBRANCER**  **APPLICATION FORM FOR REPAYING FUNDS TO RESTORED COMPANIES** |

**(A) PERSONAL DETAILS OF APPLICANT**

Full Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Residential Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please provide correspondence name and address if different from above:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**(B) DISSOLVED COMPANY DETAILS**

Name of Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Registered Office Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Dissolved:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Restored:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Method of Restoration: [Court Restoration][Administrative Restoration] (please specify as appropriate, and enclose a copy of the court order confirming court restoration **or** the letter from Companies House confirming administrative restoration, whichever is applicable):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your status: Director, Secretary, Other – please specify\_\_\_\_\_\_\_\_\_ \_\_

**(C) NATURE OF YOUR APPLICATION**

Approximate balance of funds at date of dissolution: £\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of organisation(s) that transferred the funds:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(D) COMPANY BANK ACCOUNT DETAILS TO WHICH THE SUMS ARE REQUESTED TO BE PAID**

Account name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Account number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
   
Sort code:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(E) CHECKLIST**

Please complete the following checklist before you sign and date Section F (Declaration) of this form.

I have provided a copy of the court order restoring the company **or** confirmation from Companies House for administrative restoration as applicable.

I have provided a principal copy (or certified true copy by a solicitor) of a bank statement, or a letter from the recipient bank, accurately identifying the holder of the bank account that would receive the funds

If the amount of money requested is £10,000 or more, I confirm that I have enclosed the forms of identity required (refer to Annex).

**(F) DECLARATION**

I confirm that all the information I have given in this application form is correct to the best of my knowledge.

Signature:

Full name:

Date:

**ANNEX: Proof of identity checklist where the sum requested is £10,000 or more**

**Company ID required**

* Details of the company’s name, its registered number and registered office address
* Details of the company’s current officers (i.e. directors, company secretary) and shareholders.

You should send us a copy of the company’s last filed confirmation statement/annual return and details of any changes since then. Where individual ID is also required for a controlling shareholder company, you should send us a copy of that company’s confirmation statement/annual return also.

**Individual IDs required**

* ID for each company officer dealing with the transaction
* ID for all other individuals or entities with 25% or more of the shares or voting rights in the company

**You cannot use one form of identification for both name and address.** For example, if you provide your driving licence as proof of your name, you must provide another form of identification for your address, such as a utility bill. **Individual IDs must be originals, or copies certified to be a true copy by a solicitor for each applicant.**

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| **Proof of name** | **Proof of address** |
| Current signed passport | Utility bill (gas, electric, satellite television, landline phone bill) issued within the last three months |
| Original birth certificate (UK birth certificate issued within 12 months of the date of birth in full form including those issued by UK authorities overseas such as Embassies High Commissions and HM Forces) | Local authority council tax bill for the current council tax year |
| EEA member state identity card (which can also be used as evidence of address if it carries this) | Current UK driving licence (but only if not used for the name evidence) |
| Current UK or EEA photocard driving licence | Bank, Building Society or Credit Union statement or passbook dated within the last three months |
| Full old-style driving licence | Original mortgage statement from a recognised lender issued for the last full year |
| Photographic registration cards for self-employed individuals in the construction industry -CIS4 | Solicitors letter within the last three months confirming recent house purchase or land registry confirmation of address |
| Benefit book or original notification letter from Benefits Agency | Council or housing association rent card or tenancy agreement for the current year |
| Firearms or shotgun certificate | Benefit book or original notification letter from Benefits Agency (but not if used as proof of name) |
| Residence permit issued by the Home Office to EEA nationals on sight of own country passport | HMRC self-assessment letters or tax demand dated within the current financial year |
| National identity card bearing a photograph of the applicant | Electoral Register entry |
|  | NHS Medical card or letter of confirmation from GP’s practice of registration with the surgery |

**Documents we will not accept include:** Provisional driving licence; mobile phone bills; credit card statements