

Advance Hygienic Contracting Ltd  
Unit 1 Greengate  
Cardale Park  
Harrogate  
HG3 1GY

26 November 2024

Ref: TRS/TGV/BL/LJ/Extraspace

Email: [esukadministration@uk.ey.com](mailto:esukadministration@uk.ey.com)

Dear Sir or Madam

## **Extraspace Solutions (UK) Limited (in Administration) ('the Company')**

On 23 September 2024 the Company entered Administration and C G J King, A Dolliver and I were appointed as Joint Administrators. The appointment was made by Company's directors under the provisions of paragraph 23(2) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989. I enclose a copy of Form 2.12B, for your information. As licensed Insolvency Practitioners, we are bound by the Insolvency Code of Ethics when carrying out all professional work relating to the administration.

The affairs, business and property of the Company are being managed by the Joint Administrators, who act as agents of the Company only and without personal liability.

The Company is being wound down under our supervision whilst we conduct an investigation of its financial affairs.

In accordance with paragraph 50(5) of Schedule B1 to the Insolvency (Northern Ireland) Order 1989, a copy of our report and proposals can be viewed and downloaded from [https://www.ey.com/en\\_uk/administrations/extraspace-solutions-uk-limited](https://www.ey.com/en_uk/administrations/extraspace-solutions-uk-limited). This report gives an indication of the likely dividend prospects and details of the meeting of creditors which has been convened for 2 December 2024.

At this time, we have also set out our proposals for remuneration and approval for the basis to be sought at the meeting of creditors. The statutory provisions relating to remuneration are set out in Rule 2.51 of the Insolvency Rules (Northern Ireland) 1991. Further information is given in the Association of Business Recovery Professionals' publication 'A Creditors' Guide to Administrators' Fees', a copy of which may be accessed from the web site of the Association of Business Recovery Professionals at [R3 | Technical Library | Northern Ireland | Guidance | Fees](#) or is available in hard copy upon written request to the Joint Administrators.

### **Debts incurred by the Company**

Please note that debts incurred by the Company before our appointment will rank as unsecured claims against the Company. Furthermore, any termination charges you may seek to apply will also rank as unsecured claims against the Company and will not be met as an expense of the Administration.

Any sums due to the Company arising after our appointment must be paid in full and without set-off against any debts incurred by the Company prior to our appointment.

## Creditors' claims

Should you wish to submit a claim together with your supporting documentation and banking information, you can do so by accessing the website below using the unique login details provided. Alternatively, a hard copy proof of debt form can be downloaded from

[https://www.ey.com/en\\_uk/administrations/extraspace-solutions-uk-limited](https://www.ey.com/en_uk/administrations/extraspace-solutions-uk-limited) and emailed to me, with supporting documentation, to [esukadministration@uk.ey.com](mailto:esukadministration@uk.ey.com).

IPS Creditor website: [www.ips-docs.com](http://www.ips-docs.com)

Turnkey provides software solutions to the insolvency industry. This secure portal is the online gateway for exchange of information between creditor and the insolvency practitioner.

IPS Creditor Login: Extraspace Solutions (UK) Limited

From the drop down box select

Extraspace Solutions (UK) Limited ~ (In Administration) ~ Ernst & Young ~ UK

Unique ID: PASSWORD

Please note that some creditors have experienced issues regarding their Unique ID and hence, for clarity, please review the table below to confirm the letters of your ID, noting that the portal is case sensitive.

Letter/Number	Description
I	Upper Case i ('I')
l	Lower case L ('l')
1	Number one ('1')

Certain debts due from the Company may be preferential in accordance with Article 346 of the Insolvency (Northern Ireland) Order 1989. If you consider that you have a claim in this category, please advise me immediately. If you hold any security for your claim or you consider that you have title to any assets in the Company's possession, please forward details to me as soon as possible.

You may be entitled to VAT bad debt relief on debts arising from supplies more than six months old. This procedure does not involve the Joint Administrators and claims should be made directly to HM Revenue & Customs.

**Please note that with effect from the date of our appointment the Company will not be responsible for payment for any goods or services delivered to the Company except against orders which bear the signature of one of the Joint Administrators, or our representative.**

**If any orders placed with you by the Company prior to our appointment have not been completed, they should not be completed unless you receive written confirmation from either of us, or our authorised representative, that the goods or services are still required. Please let me have a statement of any orders placed by the Company prior to our appointment which have not yet been completed.**

## Other matters

If there are any matters concerning the Company's affairs which you consider may require investigation and consequently should be brought to our attention, please forward the details to me in writing as soon as possible.

If you require any further information or explanation, please do not hesitate to email [esukadministration@uk.ey.com](mailto:esukadministration@uk.ey.com).

Yours faithfully  
for the Company



T G Vance  
Joint Administrator

Enc: Copy of Form 2.12B Notice of Administrator's Appointment

T G Vance is licenced in the United Kingdom to act as an Insolvency Practitioner by The Institute of Chartered Accountants of Scotland. C G J King is licenced in the United Kingdom to act as an Insolvency Practitioner by The Institute of Chartered Accountants in England and Wales. A Dolliver is licenced in the United Kingdom to act as an Insolvency Practitioner by The Institute of Public Accountants. As Insolvency Practitioners, they are bound by the Insolvency Code of Ethics in carrying out all professional work relating to the appointment.

The affairs, business and property of the Company are being managed by the Joint Administrators, Tim G Vance, C G J King and A Dolliver, who act as agents of the Company only and without personal liability.

The Joint Administrators may act as data controllers of personal data as defined by the UK General Data Protection Regulation (as incorporated in the Data Protection Act 2018), depending upon the specific processing activities undertaken. Ernst & Young LLP and/or the Company may act as a data processor on the instructions of the Joint Administrators. Personal data will be kept secure and processed only for matters relating to the Joint Administrators' appointment. The Office Holder Data Privacy Notice can be found at [www.ey.com/uk/officeholderprivacy](http://www.ey.com/uk/officeholderprivacy).

The Insolvency (Northern Ireland) Order 1989

# Notice of Administrator's Appointment

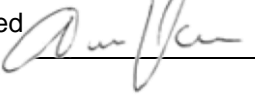
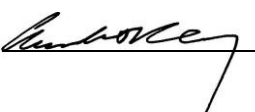

**2.12B**

Name of Company Extraspace Solutions (UK) Limited	Company number NI050211
In the High Court of Justice in Northern Ireland Chancery Division (Company Insolvency)	Court case number 28950

(a) Insert full name(s) and address(es)) / We (a) Timothy Graham Vance and Charles Graham John King of Ernst & Young LLP, 12 Wellington Place, Leeds, LS1 4AP and Andrew Dolliver of Ernst & Young LLP, Bedford House, 16 Bedford Street, Belfast, BT2 7DT

\* delete as applicable give notice that ~~I was~~ we were appointed as Administrators of the above Company on:

(a) Insert date (b) 23 September 2024

Signed 	Signed 	Signed 
Dated 24/09/24	Dated 24/09/24	Dated 24/09/24

Joint Administrators IP Nos 26710

8985

15230

## Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies Registry to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

Laura Jones	
Ernst & Young LLP, G1 Building, 5 George Square, Glasgow, G2 1DY	
	Tel: 0141 226 9332

When you have completed and signed this form please send it to the Registrar of Companies at the Companies Registry for Northern Ireland: