

## Notice of appointment of liquidator

- › This notice must be filed with the Registrar of Companies, before the end of the next working day after the liquidator's appointment.
- › If more than one liquidator has been appointed, please complete and upload a separate notice for each liquidator.
- › For information about the regulation of insolvency practitioners, visit the Insolvency Practitioners Register website at [www.companiesoffice.govt.nz/all-registers/insolvency-practitioners](http://www.companiesoffice.govt.nz/all-registers/insolvency-practitioners).

### File this notice online

Once you have completed this form, please save a copy then go online to lodge your application.

- › For limited partnerships go to [www.lp-register.companiesoffice.govt.nz](http://www.lp-register.companiesoffice.govt.nz)
- › For incorporated societies go to [www.is-register.companiesoffice.govt.nz](http://www.is-register.companiesoffice.govt.nz)
- › For charitable trusts go to [www.ct-register.companiesoffice.govt.nz](http://www.ct-register.companiesoffice.govt.nz)

Then follow these steps:

1. Log in to your online services account
2. Search for the entity for which you wish to file liquidation documents and click on its name.
3. From the 'Maintain <Entity type> menu' and choose 'Lodge External Administration Documents'.
4. Choose the document category 'Liquidation' and document type 'Notice of Appointment of Liquidator'.
5. Upload your completed notice as the 'Document'.

### Entity name

### Entity registration number or NZBN

### Liquidator's name

### Liquidator's firm name

### Liquidator's registration number

### Date and time of appointment

### Method of appointment

### Name of the person who appointed liquidator, or person who applied to court for the liquidator to be appointed

Entity name

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## New addresses and contact details

### **New address of registered office**

*This address must be a physical address in New Zealand and must not be a PO Box, Private Bag or Document Exchange address*

### **New address for service**

*This address must be a physical address in New Zealand and must not be a PO Box, Private Bag or Document Exchange address*

### **New postal address for communications**

### **New email address**

### **New telephone number**

Entity name

## Declaration

I declare that I am:

1. a licensed insolvency practitioner (or, if section 243A of the Companies Act 1993 applies to the company, a licensed insolvency practitioner or any other person described in section 68(1) of the Insolvency Practitioners Regulation Act 2019); and permitted to act as a liquidator of the company under the Insolvency Practitioners Regulation Act 2019; and
2. not disqualified from being appointed or acting as a liquidator of a company for any of the following reasons:
  - (a) a creditor of the company
  - (b) a person who has, within the 2 years immediately before the commencement of the liquidation, been a director, an auditor, or a receiver of the company or of a related company
  - (c) a person who has, within the 2 years immediately before the commencement of the liquidation, been a director of a creditor of the company
  - (d) a person who has, or who has had, within the 2 years immediately before the commencement of the liquidation —
    - i. direct interest in a share issued by the company; or
    - ii. an interest, direct or indirect, in 5% or more of any class of shares issued by a creditor of the company (but only if the person is aware that they have the interest)
  - (e) a person who has —
    - i. a direct interest in a share issued by a related company of the company; or
    - ii. an indirect interest in 5% or more of any class of shares issued by a related company of the company
  - (f) if an instrument confers a power to appoint a receiver of any assets of the company, a person who is disqualified by the instrument from acting as the receiver of any assets of the company
  - (g) a person who is a relative of a person described in any of paragraphs (a) to (f)
  - (h) a person who has, or whose firm has, within the 2 years immediately before the commencement of the liquidation—
    - i. provided professional services to the company; or
    - ii. had a continuing business relationship with the company, its majority shareholder, or any of its directors, or with any of the company's shareholders that (under its constitution or any other agreement) have a power to appoint or remove a director of the company
  - (i) a person to whom a prohibition order applies.

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*Signature of liquidator*

**Note** — If you're submitting this notice for an entity that is not a company then that entity type applies in place of any references to 'company' in the above declaration.