

**TO ALL KNOWN CREDITORS AND MEMBERS**

**7 December 2022**

Ref: JS/BL/BC/D05.13  
[seventechnologies@parthenon.ey.com](mailto:seventechnologies@parthenon.ey.com)

Dear Sirs,

**Seven Technologies Group Limited (In Administration) (“the Company”)**

On 1 December 2022 the Company entered Administration and Andrew Dolliver, Joanne Robinson and I were appointed as Joint Administrators. The appointment was made by the Company's Directors under the provisions of Paragraph 22(2) of Schedule B1 to the Insolvency Act 1986. A formal notice of our appointment is attached. 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 continuing its business under the Joint Administrators' supervision whilst we conduct an investigation of its financial affairs. At present, I am unable to indicate whether there will eventually be a surplus available for creditors. However, in accordance with paragraph 49(5) of Schedule B1 to the Insolvency Act 1986, we shall be preparing proposals within eight weeks of our appointment. The proposals will be made available to all creditors and will give an indication of the likely dividend prospects.

At this time, we will also set out our proposals for remuneration and will seek approval for the basis. The statutory provisions relating to remuneration are set out in Chapter 4, Part 18 of the Insolvency (England and Wales) Rules 2016 (the Rules). 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 Institute of Chartered Accountants at <https://www.icaew.com/en/technical/insolvency/creditors-guides>, 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.

The UK Firm Ernst & Young LLP is a limited liability partnership registered in England and Wales with registered number OC300001 and is a member firm of Ernst & Young Global Limited. A list of members' names is available for inspection at 1 More London Place, London SE1 2AF, the firm's principal place of business and registered office and at Companies House [<https://www.gov.uk/get-information-about-a-company>] under the registration number OC300001. Not all partners are members of Ernst & Young LLP. Ernst & Young LLP is a multi-disciplinary practice and is authorised and regulated by the Institute of Chartered Accountants in England and Wales, the Solicitors Regulation Authority (authorisation number 614947), the Financial Conduct Authority (registration number 196203) and other regulators. Further details can be found at [https://www.ey.com/en\\_uk/legal-statement](https://www.ey.com/en_uk/legal-statement).

As noted above, the Administrators are not in a position to confirm the likely outcome for unsecured creditors in this matter, however, we will publish a further update to the Company's creditors in due course.

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

The directors of the Company are required to submit a statement of affairs to us and you will appreciate that the full financial position is not yet known. Please send me a detailed statement of any sums due to you from the Company so that I can hold this on my files.

Certain debts due from the Company may be preferential in accordance with section 386 of the Insolvency Act 1986. 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 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, whose specimen signatures and authority limits (where applicable) appear at the end of this letter. Goods and services so ordered will be paid for on normal credit terms.**

**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.**

#### **Matters concerning the Company's affairs**

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.

#### **Notification that future documents will be made available on a website**

Please note that all future documents in the Administration, other than those described below, will be made available for viewing and downloading at the following web address without any further notification:

**[www.ey.com/en\\_uk/seventechnologiesadministration](http://www.ey.com/en_uk/seventechnologiesadministration)**

I will not be obliged to deliver (i.e. send) any such documents to you, unless specifically requested by you.

You may at any time request a hard copy of any or all of the following:

- All documents currently available for viewing on the web site
- All future documents which may be made available there

If you do wish to receive a hard copy of the document(s), please email or write to me, using the contact details at the top of this letter and a copy will be sent to you.

Documents to be uploaded to the web site may include, but are not limited to, the following (timings are indicative only):

- The administrators' proposals – within 8 weeks of the company entering administration
- Fee estimates and statements of expenses – within the first 18 months of the administrators' appointment
- Notices seeking a decision from creditors on matters arising in the Administration (eg approval of remuneration, extension of the Administration) – at any time
- Invitations to form a creditors' committee – at any time that a decision is sought from creditors and there is not already a committee in existence
- The Administrators' progress reports – within one month of the end of each 6-month period starting with the date of administration
- The Administrators' final progress report – as soon as reasonably practicable after the end of the administration

The following documents will still be delivered by post or email:

- Any document for which personal delivery is required
- Any notice of intention to declare a dividend
- Any document which is not delivered generally (eg, which is not sent to all known creditors or members)

### **Opting out**

Under the provisions of Rule 1.39, creditors have the right to elect to opt out of receiving further documents relating to the Administration.

If you do elect to opt out you will still receive the following documents:

- Any which the Insolvency Act requires to be delivered without expressly excluding opted-out creditors;
- Notice relating to a change in the Administrators, or their contact details;

- Notice of dividend or proposed dividend; or
- A notice which the court orders to be sent to all creditors, or all creditors the particular category to which you belong.

Any election to opt-out will not affect your entitlement to receive dividends, if any are paid.

Unless the Rules provide to the contrary, opting-out will not affect your rights to vote in a decision procedure or participate in a deemed consent procedure, although you would not receive notice of such procedures.

Any opted-out creditors will be treated as opted out in respect of any consecutive insolvency procedure which might follow the Administration.

You may opt-out by delivering an authenticated (e.g. signed) and dated notice to me stating that you are electing to be an opted-out creditor in relation to this administration. You may at any time revoke this election by delivering to me an authenticated and dated notice stating that you no longer wish to be an opted-out creditor.

#### **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 contact the Administration mailbox detailed at the top of this letter.

Yours faithfully  
for the Company



Jonathan Peter Sumpton  
Joint Administrator

Enc: Notice of Administrator's Appointment

J P Sumpton, A S Dolliver and J Robinson are licensed in the United Kingdom to act as insolvency practitioners by The Insolvency Practitioners Association.

The affairs, business and property of the Company are being managed by the Joint Administrators, J P Sumpton, A S Dolliver and J Robinson, 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 Administrator's appointment. The Office Holder Data Privacy Notice can be found at [www.ey.com/uk/officeholderprivacy](http://www.ey.com/uk/officeholderprivacy).

The authorised signatories for orders are:

Jonathan Peter Sumpton who will sign



Benjamin Leach who will sign  
(Authority up to £ 5,000)

**Notice of Administrators' Appointment – paragraph 46(3) of Schedule B1 to the Insolvency Act 1986**

**Seven Technologies Group Limited (in Administration) (“the Company”)**

Name of Court	High Court of Justice, Business and Property Courts of England and Wales in Leeds, Insolvency and Companies List (ChD)
Court reference number	CR-2022-LDS-000963
Company registered number:	04797081
Nature of business	Surveillance equipment specialist
Registered office of Company	Ernst & Young LLP, 1 Bridgewater Place, Water Lane, Leeds, LS11 5QR
Principal trading address (if different from above)	Unit 3 Cliffe Park Bruntcliffe Road, Morley, Leeds, England, LS27 0RY
Any other name under which the Company was registered in the previous 12 months	N/A
Any other name(s) or style(s) under which the Company carried on business or incurred debts	7Technologies and Seven Technologies
Date of appointment of administrators	1 December 2022
Name(s) and address(es) of administrator(s)	Jonathan Peter Sumpton Ernst & Young LLP 1 Bridgewater Place Water Lane Leeds LS11 5QR
	Andrew Dolliver Ernst & Young LLP 16-22 Bedford Street Belfast BT2 7DT
	Joanne Robinson Ernst & Young LLP 1 More London Place London SE1 2AF

Joint / Administrator(s) IP No(s)

9201 / 15230 / 19890

Telephone number

+44 (0) 113 298 2338

Name of alternative person to contact with enquiries  
about the case

Oliver Francis

**Notice to all creditors**

On 1 December 2022 the Company entered Administration and Andrew Dolliver, Joanne Robinson and I were appointed as Joint Administrators. The appointment was made by the Company's Directors under the provisions of Paragraph 22(2) of Schedule B1 to the Insolvency Act 1986.



Signed \_\_\_\_\_

Date 2 December 2022

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