

**PKF Advisory****Provision of Services Regulations 2009**

The following information is provided in accordance with our obligations under The Provision of Services Regulations 2009.

<b>Legal form:</b>	Limited Company	
<b>Company Number:</b>	08867423	
<b>Trading name:</b>	PKF Littlejohn Advisory Limited	
<b>Directors:</b>	Stephen Goderski, James Sleight, Peter Hart, Alistair Roberts, Carmine Papa and Oliver Collinge	
<b>Licensed Insolvency Practitioners:</b>	Stephen Goderski, James Sleight, Peter Hart, Oliver Collinge and Stratford Hamilton	
<b>Registered office</b>	15 Westferry Circus, Canary Wharf, London E14 4HD	
<b>Services:</b>	Insolvency Practitioners	
<b>Practice addresses:</b>	3 <sup>rd</sup> Floor, One Park Row Leeds LS1 5HN	15 Westferry Circus Canary Wharf London E14 4HD
<b>Telephone:</b>	0113 244 5141	0207 495 1100
	11 York Street Manchester M2 2AW	
<b>Telephone:</b>	0161 552 4220	
<b>E mail:</b>	<a href="mailto:info@pkfgm.co.uk">info@pkfgm.co.uk</a>	
<b>Trade/Public register:</b>	<b>The firm is registered with the following bodies:-</b>  R3 – The Association of Business Recovery Professional ( <a href="http://www.r3.org.uk">www.r3.org.uk</a> ) The Insolvency Practitioners Association ( <a href="http://www.insolvency-practitioners.org.uk">www.insolvency-practitioners.org.uk</a> ) The Institute of Chartered Accountants in England and Wales ( <a href="http://www.icaewfirms.co.uk">www.icaewfirms.co.uk</a> ) The Insolvency Service ( <a href="http://www.insolvency.gov.uk">www.insolvency.gov.uk</a> )	
<b>VAT number:</b>	179 0971 66	
<b>Authorisation:</b>	Stephen Goderski, James Sleight, Peter Hart and Oliver Collinge are authorised to act as insolvency practitioners in the United Kingdom by the Insolvency Practitioners' Association.  Stratford Hamilton is authorised to act as an insolvency practitioner in the United Kingdom by the Institute of Chartered Accountants in England and Wales.	
<b>General terms and conditions:</b>	Our pricing structure and any case-specific terms and conditions of business are provided at the commencement of any engagement to which they apply, either by way of a letter of engagement or otherwise as appropriate in the particular circumstances of the matter concerned.	



The conduct of insolvency appointments is regulated by the Insolvency Act and Rules 1986 (as amended) and ancillary legislation, together with professional practice regulations issued by our Regulatory Professional Bodies.

**Applicable law:** The Courts of England and Wales shall have exclusive jurisdiction in relation to any claim, dispute or difference concerning the service and any matter arising from it.

**Complaints and requests for information:**

Complaints and requests for information can be made at first instance by contacting the Licensed Insolvency Practitioner dealing with the matter in question at either of the firm's offices as appropriate, via the email address, telephone or fax numbers provided.

In the event of you not being satisfied by his response, you should contact Stephen Goderski at the London office.

If the matter remains unresolved, you may wish to contact the 'Complaints Gateway' hosted by the Insolvency Service.

Complaints can be made by e mail, telephone or letter to staff at the 'Complaints Gateway' as follows:

Calling the Insolvency Service Enquiry Line on 0845 602 9848

(Monday to Friday 8am to 5pm),

E mailing the completed complaints form to: [lp.complaints@insolvency.gsi.gov.uk](mailto:lp.complaints@insolvency.gsi.gov.uk)

Posting the completed complaints form to:

IP Complaints, Insolvency Service, 3<sup>rd</sup> Floor, 1 City Walk, Leeds LS11 9DA

For more details, please visit: [www.gov.uk/complain-about-insolvency-practitioner](http://www.gov.uk/complain-about-insolvency-practitioner)

**Insurance:** Our leading professional indemnity insurer is Markel International Insurance Company Limited (Policy Number P18A294773P), who can be contacted via our insurance brokers Howden Windsor of 71 Fenchurch Street, London EC3M 4BS. The territorial and jurisdictional coverage is Worldwide.