



Laserform Information Services (LIS)

Sales and Account Management - Tel: 0844 815 5560 [laserform@oneadvanced.com](mailto:laserform@oneadvanced.com)  
 Technical Support - Tel: 03300 602102 [legal.helpdesk@oneadvanced.com](mailto:legal.helpdesk@oneadvanced.com)

## LASERFORM UPDATE – LIS No 776 – 30 NOVEMBER 2017

This bulletin contains information about Court (Scotland), Debt Recovery, Legal Aid, Land Registry and Company forms.

This bulletin also contains information about pending updates to Court, Insolvency and Insolvency (Scotland) forms.

## DEBT RECOVERY – NEW FORMS – FOR IMMEDIATE USE

In response to a customer request, the following new forms have been added to the Laserform library. These forms are prescribed by The Pre-Action Protocol for Debt Claims, which came into force on 01 October 2017.

We have produced the Annex 1 documents, the information sheet and reply forms. We will not be producing the Annex 2 documents, the standard financial statement and summary.

You may not receive new forms as part of your subscription, so if you would like to add these forms, or want to discuss moving to an all future forms package, then please contact your account manager.

		Updated/	Version	Date
<input type="checkbox"/>	DRIS		<b>New</b>	
	Pre-Action Protocol for Debt Claims - Information Sheet	<b>NEW</b>	700000	11/17
<input type="checkbox"/>	DRRS		<b>NEW</b>	
	Pre-Action Protocol for Debt Claims - Reply Sheet	<b>NEW</b>	700000	11/17

## LAND REGISTRY – FOR IMMEDIATE USE

HM Land Registry has updated the following form as a result of the [Bank of England and Financial Services \(Consequential Amendments\) Regulations 2017](#). The form is available for immediate use.

		Version	Date
<input type="checkbox"/>	LRCIT		
	Application in connection with court proceedings, insolvency and tax liability	700018	11/17

## LEGAL AID – FOR USE FROM 01 DECEMBER 2017

The Legal Aid Agency has updated the following form to be used for matters with Representation Orders granted on or after 01 December 2017. If you require the previous version of the form, right click on the form name in the forms explorer and select 'Open older version'.

	<b>Version</b>	<b>Date</b>
<input type="checkbox"/> LALF1SP Special preparation fee claim	700004	11/17

## COURT (SCOTLAND) – FOR IMMEDIATE USE

The Scottish Courts and Tribunals Service has updated the following Simple Procedure forms which are now available in Laserform for immediate use.

	<b>Version</b>	<b>Date</b>
<input type="checkbox"/> SP3A(SC) The Simple Procedure Claim Form	700001	11/17
<input type="checkbox"/> SP4A(SC) The Simple Procedure Response Form	700001	11/17
<input type="checkbox"/> SP5A(SC) The Simple Procedure Time to Pay Application	700001	11/17

## COMPANY – WITHDRAWALS

On 30 June 2016 Companies House introduced Confirmation Statements to replace the old annual return forms (AR01 and LLAR01) as a result of the Small Business, Enterprise and Employment Act 2015.

All customers should now be using the CS01 forms, and we have therefore withdrawn the old annual return forms for Companies and LLPs to avoid accidental use. Please contact your account manager if you still require the old annual return forms.

	<b>Version</b>	<b>Date</b>
<input type="checkbox"/> AR01 Annual Return 2015 (filing date on or before 29 June 2016 to be received at Companies House on or after 30 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> AR01(C1) AR01 2015 continuation - List of past and present shareholders (for a filing date on or before 29 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> AR01(C2) AR01 2015 continuation – Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return (for a filing date on or before 29 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> AR01(C3) AR01 2015 continuation - Secretary's details (for a filing date on or before 29 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> AR01(C4) AR01 2015 continuation - Corporate secretary's details (for a filing date on or before 29 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> AR01(C5) AR01 2015 continuation - Director's details (for a filing date on or before 29 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> AR01(C6) AR01 2015 continuation - Corporate director's details (for a filing date on or before 29 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> AR01(C7) AR01 2015 continuation - Statement of capital (for a filing date on or before 29 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> AR01(C8) AR01 2015 continuation - Statement of capital (Voting rights) (for a filing date on or before 29 June 2016)	<b>WITHDRAWN</b>	
<input type="checkbox"/> LLAR01 Annual Return of a Limited Liability Partnership (LLP)	<b>WITHDRAWN</b>	
<input type="checkbox"/> LLAR01(C1) LLAR01 continuation - Member	<b>WITHDRAWN</b>	
<input type="checkbox"/> LLAR01(C2) LLAR01 continuation - Corporate member	<b>WITHDRAWN</b>	

## COURT – PENDING UPDATE – 01 DECEMBER 2017

Further to the update to the N5B form in the last bulletin, N11B(E) and N11B(W) have been introduced as replacements to the N11B form. This is as a result of changes to Welsh housing law and the correct form must be used depending on whether the property is located in England or wholly in Wales. These forms will be available in Laserform shortly.

- |                          |         |   |                       |
|--------------------------|---------|---|-----------------------|
| <input type="checkbox"/> | N11B(E) | Defence form (accelerated possession procedure) (assured shorthold tenancy) where the property is located wholly or partly in England | <b>PENDING UPDATE</b> |
| <input type="checkbox"/> | N11B(W) | Defence form (accelerated possession procedure) (assured shorthold tenancy) where the property is located wholly or partly in Wales   | <b>PENDING UPDATE</b> |

## INSOLVENCY – PENDING NEW FORM – FOR IMMEDIATE USE

Companies House introduced a new range of insolvency forms, INSIE01-INSIE04, which came into effect on 26 June 2017 under The Insolvency Amendment (EU 2015/848) Regulations 2017. INSIE05 has now also been added to the Companies House range and will be available in Laserform shortly.

You may not receive this new form as part of your subscription, if you would like to add this form, or want to discuss moving to an all future forms package, please contact your account manager.

- |                          |         |  |                         |
|--------------------------|---------|--|-------------------------|
| <input type="checkbox"/> | INSIE05 | Statement of insolvency proceedings in another Member State without consent to dissolution | <b>PENDING NEW FORM</b> |
|--------------------------|---------|--|-------------------------|

## INSOLVENCY – PENDING NEW FORMS – 09 DECEMBER 2017

Companies House has introduced a new version of form 600 as a result of Schedule 4 of the Insolvency (Miscellaneous Amendments) Regulations 2017. The new form is to be used to notify of the appointment of a liquidator in a members' or creditors' voluntary winding up and will come into force on 09 December 2017.

The forms will be made available in Laserform in the next bulletin.

You may not receive this new form as part of your subscription, if you would like to add this form, or want to discuss moving to an all future forms package, please contact your account manager.

- |                          |        |   |                         |
|--------------------------|--------|---|-------------------------|
| <input type="checkbox"/> | 600    | Notice of appointment of liquidator in a member's or creditors' voluntary winding up                    | <b>PENDING NEW FORM</b> |
| <input type="checkbox"/> | 600(C) | 600 continuation - Notice of appointment of liquidator in a member's or creditors' voluntary winding up | <b>PENDING NEW FORM</b> |

## INSOLVENCY SCOTLAND – PENDING NEW FORM – FOR IMMEDIATE USE

Companies House introduced a new range of Scottish Insolvency forms, INSIE01(S)-INSIE04(S), which came into effect on 26 June 2017 under The Insolvency Amendment (EU 2015/848) Regulations 2017. INSIE05(S) has now also been added to the Companies House range and will be available shortly in Laserform.

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- |                          |            |  |                         |
|--------------------------|------------|--|-------------------------|
| <input type="checkbox"/> | INSIE05(S) | Statement of insolvency proceedings in another Member State without consent to dissolution | <b>PENDING NEW FORM</b> |
|--------------------------|------------|--|-------------------------|



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