

Wilson Field Business Recovery & Insolvency

The Provision of Service Regulations 2009 No.2999

- 1 **Name of Company** Wilson Field Ltd
 - 2 **Incorporated in England & Wales** as a Limited Company, Registration number 08213722
 - 3 **Registered & Postal address;** The Manor House,
260 Ecclesall Road South,
Sheffield, South Yorkshire
S11 9PS
 - 4 **Main switchboard** **0114 235 6780**
Fax number **0114 262 0661**
 - 5 **E mail address** contactus@wilsonfield.co.uk sheffield@wilsonfield.co.uk
 - 6 **Website** www.wilsonfield.co.uk
 - 7 **Directors** Nicholas Wilson B.A. (Hons), Lisa Hogg F.C.C.A, Julie Fantom
 - 8 **Insolvency Practitioners** All our insolvency practitioners are licensed in the UK by the **ICAEW (The Institute of Chartered Accountants in England & Wales)**. Our Insolvency Practitioners are bound by the **Insolvency Code of Ethics** when carrying out all professional work relating to an insolvency appointment.
 - 9 **Data Protection Regulation** We are registered with the **Information Commissioner** as a Data Controller under Firm **Reference ZA016014**. All our Insolvency Practitioners are registered individually. Our policy was changed on May 25 2018 to reflect the new regulations and customer preferences.
 - 10 **VAT Registration number** **GB 160 3960 20**
 - 11 **PI Insurance** In accordance with the disclosure requirements of the Provision of Services Regulations 2009, **our Professional Indemnity insurer** is **CNA Insurance Company Ltd** whose registered office is International House, 1 St Katherines Way, London, E1W 1UN. The territorial coverage is worldwide, excluding business conducted in the USA or Canada and excludes any action for a claim brought in any court of either of those two countries.
 - 12 **Dispute Resolution** We always try to provide the best professional service possible and if you are not satisfied with any contractual services received, please contact the engagement manager responsible. We will look carefully and promptly at any issues raised. We have a Complaints Process with Lisa Hogg our designated director and insolvency practitioner who
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deals with complaints. Complaints may also be raised with the Institute of Chartered Accountants in England & Wales (ICAEW) and if necessary, the Insolvency Complaints Gateway run by The Insolvency Service. Please refer to our complaints process.

13 Conflict of Interests

Interests If a conflict of interest should arise, either between two or more of our clients, or in the provision of multiple services to a single client, we will take such steps as are necessary to deal with the conflict. In resolving the conflict, we would be guided by The Code of Ethics of The Institute of Chartered Accountants in England & Wales which can be viewed at www.icaew.com/regulations/ethics, Code of Ethics section 220.

14 Insolvency Regulation

The guidance notes for Insolvency regulations can be found at www.icaew.com/insolvency and the Statements of Practise at www.icaew.com/en/technical/insolvency/-regulations-and-standards

15 Code of Ethics

As members of the ICAEW we follow the ICAEW Code of Ethics which can be found at www.icaew.com/regulations
Insolvency practitioners, there is a specific part of the ICAEW Code of Ethics-, Code of Ethics D