



Our ref: RHD/JAGA/VT/TW/A2047.C

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29 January 2010

Dear Sir(s)/Madam

**Arc Capital and Income Plc - in Administration ("the Company")**

**Plan Name:**

**Your Plan Number:**

Further to my letter of 29 October 2009, following my appointment as Joint Administrator of the above Company on 26 October, the business of the Company was transferred to Merchant Capital Limited on 20 November.

Income and maturity payments due for the period between 26 October and 20 November are subject to a Court Order which authorises the Joint Administrators to distribute these funds to investors. The Court has directed that the Administrators' specific costs in dealing with these funds should be deducted from the funds held. Full details can be found on our website at [www.cbw.co.uk](http://www.cbw.co.uk).

Due to certain technicalities we require further directions from the Court before we can make the payments due to you. I anticipate being in a position to send the funds due to you in mid-March. However, in order to prepare for this distribution, I should be grateful if you would complete the attached form and return it to my office as soon as possible. **It is important that you take advice from your accountants or Independent Financial Advisor as to the effect on your tax situation before completing the attached form as we cannot give you tax advice in this matter.**

We regret that due to the very high volumes of telephone calls we are unable to reply to queries or discuss matters further by telephone. We are updating our website frequently and would suggest that you refer to our website for further information. If you have a specific query which is not answered by the information contained on our website, please write to us at the address above.

Yours faithfully

**R H Davis**  
**Joint Administrator**

Enc

**Partners**

John Alexander  
FCA FABRP  
Melvyn Carter  
FCA CTA FABRP  
Robin Davis  
FCA FABRP  
David Kramer  
FCA  
Harry Lipman  
FCCA  
Vipul Shah  
FCCA  
Paul Smethurst  
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Malcolm Somerston  
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Edward Tsui  
FCA  
Andrew White  
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Peter Winter  
FCA  
Paul Woosey  
FCCA

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IMPORTANT NOTICE - Partners and staff acting as Administrative Receivers and Administrators act as agents and contract without personal liability. Where a company is in Administration, the affairs, business and property of the company are being managed by the Joint Administrators, who act as agents of the company.

The authorising body for J A G Alexander, C J Bowles, M J Carter and R H Davis acting as insolvency practitioners is the Institute of Chartered Accountants in England and Wales.

**Arc Capital and Income Plc (in Administration)**

**Authority Form**

Please complete, sign and return this form to the Joint Administrators at the following address:

The Joint Administrators  
Carter Backer Winter LLP  
Enterprise House, 21 Buckle Street  
London  
E1 8NN

I hereby give the Joint Administrators authority as follows:

**Please complete and tick either Section 1 or Section 2, not both**

Section 1

	Please pay my Independent Financial Adviser (IFA) any monthly or annual income or maturity payment due to me. My IFA's contact details are:	<input type="checkbox"/>
	Name of IFA: .....	
	Address: .....	
	.....	
	Post code: .....	
	Reference (if any): .....	

Section 2

	Please post payment to me at the following address:	<input type="checkbox"/>
	Name: .....	
	Address: .....	
	.....	
	Post code: .....	

**NB: Failure to complete fully either Section 1 or Section 2 will lead to payment delays**

**Plan Number / Reference** .....

**Name** .....  
(In block capitals)

**Signed** .....

**Date** .....