

**To Creditors other than customers of Bulb Energy Ltd - In
Energy Supply Company Administration**

30 November 2021

Our ref: BULBE0001I/JB/ASB/TEM/ADMEnergy_025/B

Dear Sir/Madam

**Bulb Energy Ltd (the “Company”) - in energy supply company administration (“Special
Administration”)
Company Number: 08469555**

We wish to inform you that Matthew David Smith, Daniel Francis Butters and I were appointed joint energy administrators (the “**Special Administrators**”) of the Company on 24 November 2021. In accordance with rule 14.4 of The Energy Supply Company Administration Rules 2013 (the “**Rules**”), formal notice of our appointment is provided in the enclosed Form ESCA4.

The Special Administrators will manage the affairs, business and property of the Company for the duration of the Special Administration with the primary objective of securing the continuity of supplies to customers until the business is rescued as a going concern, either through a sale or transfer of its business.

The Special Administration provides protection to the Company and limits action being taken against it. This means that during the Special Administration, the ability to wind up the Company, to have an administrative receiver appointed, and of creditors to enforce security, repossess goods or commence any legal proceedings against the Company are limited, pursuant to a statutory moratorium.

Website

In order to facilitate communication, all statutory reports, documents and notices relating to the conduct of the Special Administration (other than where personal service is required) will be posted for viewing and downloading at the following website: <https://www.ips-docs.com/case/BULBE0001I/TeneoRS2021> , which has been set up specifically for the Special Administration (the “**Website**”).

Please note that **unless you request email notification** (via the Subscribe button at the bottom of the webpage) **you will not be notified when a document is uploaded to the Website**.

Should you require paper versions of any letters or documents posted to the Website (such as our proposals), we are happy to provide these to you free of charge. Please use one of the following contact options in order to request a paper version of a document:

- Phone: 0121 619 0153

PRIVATE & CONFIDENTIAL

The insolvency licence holders of this practice are licensed as insolvency practitioners in the UK by the Institute of Chartered Accountants in England and Wales. When acting as Administrators, Liquidators, Supervisors, and Receivers the insolvency licence holders act as agents of the Company and contract without personal liability. Regulated by the Institute of Chartered Accountants in England & Wales for a range of investment business activities.
Teneo Restructuring Limited
Registered in England & Wales, Company Number 13192958

- Email: bulbcreditor@teneo.com
- Postal address: Bulb Energy Ltd – in energy supply company administration, C/o Teneo Restructuring Limited, 156 Great Charles Street, Queensway, Birmingham, West Midlands B3 3HN

All documents on the Website will be available to view/download until at least 12 months from the date when they are first made available (or, if later, 12 months from the date of this letter).

Trading

As you may be aware, funding has been made available to the Company to enable trading to be continued whilst its position is assessed, and options considered.

Please note, the Special Administrators are neither personally adopting any contracts that may have been entered into by the Company, nor are they in any way personally liable in respect of them.

Information for Suppliers - Authorised Representatives

If any orders placed by the Company prior to our appointment have not yet been completed, **these should not be delivered** unless you receive written confirmation from the Special Administrators, or one of their authorised representatives, that the goods and services are still required.

Otherwise, suppliers are being contacted directly in relation to future orders. If it is necessary to place orders with you for goods or services, such orders must bear the signature of the Special Administrators or one of their authorised representatives. Details of the names and copy signatures of the Special Administrators and their duly authorised representatives will be provided on request to bulbcreditors@teneo.com.

If goods or services are ordered from you, and have been properly authorised, please open a new account for the Company “in Special Administration”. Please continue to send your invoices in accordance with normal practice. You should continue to meet all orders placed with you provided that these orders are authorised by the Special Administrators or their duly authorised representatives – as set out below.

Please note that goods sold and delivered, or services provided by the Company during the administration, must be paid for in full and cannot be set off against any claims against the Company.

Retention of Title

Certain creditors may have a Retention of Title claim over goods in the Company’s possession. If you think you have a claim please contact one of our duly authorised representatives to make the necessary arrangements to deal with your claim. Such claims should be supported by relevant documentation and an indication of how such stocks may be identified to specific unpaid invoices.

Investigation

As part of our duties as Special Administrators, we will be investigating the manner in which the Company’s business has been conducted and which will include the investigation into any potential claims, if any, that may be brought against third parties.

If you have any information that you feel may assist in these investigations, please complete the enclosed questionnaire and return it to me at either the postal or email address given above, together with any further information you deem relevant in this case.

We are also obliged to consider the conduct of the directors of the Company during the last three years. If there are any matters you wish to bring to our attention, please provide this in writing.

Special Administrators' Fees and Expenses

In accordance with rule 76 of the Rules, the remuneration of the Special Administrators must be fixed by the court, by reference to the time properly given by the Special Administrators and their staff in attending to matters arising in the Special Administration. The Special Administrators must give creditors at least 14 days' notice of any application to court to fix their remuneration.

Special Administrators' Proposals

Our proposals for achieving the purpose of the administration will be available for viewing and downloading on the Website at <https://www.ips-docs.com/case/BULBE0001/TeneoRS2021> within the next 8 weeks.

Frequently Asked Questions (FAQ)

We have provided on the final page of this letter (which may be on the reverse) a FAQ section which we hope will cover any queries you may have. Please do read this section carefully as it also provides information on how to make sure you can keep in touch with matters as they progress.

Please contact bulbcreditors@teneo.com should you have any queries regarding any of the above matters.

Yours faithfully
For and on behalf of Bulb Energy Ltd



Matthew James Cowlshaw
Special Administrator

Matthew James Cowlshaw, Matthew David Smith and Daniel Francis Butters were appointed joint energy administrators (the "Special Administrators") of Bulb Energy Ltd on 24 November 2021. The affairs, business and property of the Company are managed by the Special Administrators. The Special Administrators act as agents of the Company and contract without personal liability. In performing their work in relation to this appointment, the Special Administrators are bound by the Insolvency Code of Ethics, a link to which has been provided on the website set up for this case at <https://www.ips-docs.com/case/BULBE0001/TeneoRS2021>.

Frequently Asked Questions (FAQs)	
Q1 I don't have access to the internet. How can I keep in touch with what's happening?	You can ask us to provide you, free of charge, with a hard copy of any document uploaded to the Website either now or in the future. If you would like us to do so please use any of the contact details given above.
Q2 Why can't you just write to me?	The use of a website to deliver documents is more efficient in terms of delivery (the documents can be viewed and downloaded immediately) and cost (there is no additional postage cost which can result in substantial saving for the estate). We will however provide you with hard copy documents if you prefer – see Q1 above.
Q3 What will you be putting on the website and when? How often do I need to look?	<p>The following statutory documents and Notices will be uploaded to the Website:</p> <ul style="list-style-type: none"> • a copy of our proposals for achieving the purpose of the Special Administration within 8 weeks of our appointment. • A copy of our report to creditors on progress of the Special Administration within 1 month of each successive period of six months. • If there is any other matter, such as a revision to our proposals, Notice of the matter will be uploaded to the Website. Timings here are variable and thus you may wish to monitor the site at least monthly? • When the Special Administration is concluded, a final progress report summarising our proposals, the steps taken and the outcome of the Special Administration will be uploaded as soon as reasonably practicable.
Q4. I don't want to be bombarded with paperwork but I do want to know if I'm going to get any money back. How can I do that?	You can elect to opt out of receiving further documents ("opt out") relating to these proceedings. However, as all future statutory notices and documents will be uploaded to the Website without further notice to you, we do not consider it is necessary for you to exercise your right to opt out. We have nonetheless provided guidance relating to your right to opt out on the website under "Information for Creditors".
Q5. Do I need to submit a claim and how do I do that?	<ul style="list-style-type: none"> • Not at this stage. • However, we will notify you via the Website should that position change.
Q6. Can I get VAT bad debt relief and if so how?	VAT bad debt relief is available in respect of all debts on supplies made on or after 1 April 1989, for which VAT was charged and accounted for to HM Revenue & Customs, which has been outstanding for a period of six months and is written off in the accounts. No further documentation is necessary.
Q7. How will you look after personal data?	We are committed to protecting your information by handling it responsibly and safeguarding it using appropriate technical, administrative, and physical security measures. You can view our Privacy Notice here https://www.ips-docs.com/case/BULBE00011/TeneoRS2021 or ask us to provide you with a copy if you prefer.

Notice of Energy Administrators' Appointment

Name of Company Bulb Energy Limited	Company number 08469555
In the High Court of Justice, Chancery Division, Business and Property Courts of England & Wales (full name of court)	Court case number CR-2021-002181

(a) Insert full name(s) and address(es)

I/We (a)
Matthew James Cowlshaw
Teneo Restructuring Ltd
156 Great Charles Street, Queensway,
Birmingham, B3 3HN

Matthew David Smith and Daniel Francis Butters
Teneo Restructuring Ltd
60 St Martin's Lane, London, WC2N 4JS

give notice that we were appointed as energy administrator(s) of the above company on:

(b) Insert date

(b) 24 November 2021

Signed



Dated

24 November 2021

Joint Energy Administrators
IP Numbers:
009631
009640
009242
