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DEAR INSOLVENCY PRACTITIONER
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Message from the Insolvency Service

Dear Reader

Please find enclosed the latest updates from the Insolvency Service on the steps being taken during the COVID-19 pandemic.

Guidance to accompany the IVA protocol which was included in Dear IP 97 can be accessed [here](#).

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Introduction of Electronic Banking for Insolvency
Practitioners Making Dividend Payments

12) Introduction of Electronic Banking for Insolvency Practitioners Making Dividend Payments

HMRC is committed to supporting businesses and individuals affected by coronavirus (COVID-19). As a result of the current circumstances, HMRC is introducing electronic banking across its Debt Management, Enforcement & Insolvency Service (EIS) with immediate effect.

HMRC is aware that not all insolvency practitioners will be ready to use electronic banking, but if they are, please start using this facility as soon as possible. Electronic banking is a quick, safe and secure method of making payments and reduces the reliance on cheques and payable orders.

If insolvency practitioners are unable to move to Electronic Banking immediately, please do not send HMRC cheques, hold on to them. HMRC will inform practitioners when this request changes.

HMRC has many colleagues working from home however those colleagues working at home cannot process cheques.

Moving to electronic banking - what HMRC needs you to do

Payments relating to a claim should be made through BACS/CHAPS using the following details:

Sort code:	20-20-48
Account number:	30944793
Account Name:	HMRC NIC Receipts
EIS reference number:	The EIS reference number will be quoted on all new HMRC claims and letters and will be used as a reference for the lifetime of the claim. Payments cannot be accepted without a reference

Payment reference number

The unique case reference number can be found on HMRC claims. Practitioners need to use this 13-character payment reference when making a payment. This is the customer's 10-digit unique case reference number, followed by a three-letter suffix to show the type of insolvency the dividend refers to. The following table details the dividend types and their unique three-digit suffixes:

Dividend Type	Suffix
Individual Voluntary Arrangement	IVA
Sequestrations	SEQ
Trust Deeds	TRD
Irish Bankruptcy	IBY
Members Voluntary Liquidations	MVL
Company Liquidation Cases	LIQ
Individual Bankruptcy or Partnerships	BKY
Company Voluntary Arrangement	CVA
Partnership Voluntary Arrangement	PVA
Administration	ADM

Note: HMRC unique case reference numbers start with 623 or 075 or 880 followed by seven digits.

Example 1:

Reference number from claim: **623/1234567**

Dividend type: Individual Voluntary Arrangement

Payment reference: **6231234567IVA** (13 characters)

Example 2:

Reference number from claim: **075/7654321/XXX**

Dividend type: Members Voluntary Liquidation

Payment reference: **0757654321MVL** (13 characters)

Example 3:

Reference number from claim: **880/1357911/XXX 26 VA**

Dividend type: Administration

Payment reference: **8801357911ADM** (13 characters)

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