

FILING INSTRUCTIONS

RELEASE 98

Below are the filing instructions for Release 98 of *Practical Commercial Precedents*. Please remove and discard the specified old pages and insert the new ones as indicated below. However, before filing this release, please ensure that Release 97 has been filed. The filing record card indicates details of the most recently filed release.

Remember to look at the illustrated filing guide at the end of the Service Information section if you have any difficulty filing in the new pages.

The checklist (which you will find behind these filing instructions) contains a complete list of pages your looseleaf should contain after you have filed this release.

For the most up-to-date version of these filing instructions, please visit <http://www.sweetandmaxwell.co.uk>.

VOLUME 1

	<i>Remove old pages</i>	<i>Insert new pages</i>
Filing Instructions	1 – 4	1 – 4
Checklist	1 – 18	1 – 18
Contents	Vol 1:i – Vol 1:xvii	Vol 1:i – Vol 1:xvii
Service Information	Service Information/1 – 6	Service Information/1 – 8
Tables		
Supplementary Table of Cases	—	SuppCases/1 – SuppCases/2* <i>*insert immediately before Main Table of Cases</i>
Supplementary Table of Statutes	SuppStatutes/1 – SuppStatutes/2	SuppStatutes/1 – SuppStatutes/2
Supplementary Table of Statutory Instruments	SuppSIs/1 – SuppSIs/2	SuppSIs/1 – SuppSIs/2
A Company administration		
	A1/1 – A1/2	A1/1 – A1/2
	A3/1 – A3/2	A3/1 – A3/2
	A3/11 – A3/14	A3/11 – A3/14
	A4/1 – A4/2	A4/1 – A4/2
	A5/1 – A5/2	A5/1 – A5/2

	A6/1 – A6/2	A6/1 – A6/2
	A8/1 – A8/2	A8/1 – A8/2
	A9/1 – A9/2	A9/1 – A9/2
	A9/11 – A9/12	A9/11 – A9/12
	A10/1 – A10/4	A10/1 – A10/2
<i>*Insert after p.A10/2.</i>	–	A10/11 – A10/12
	A11/1 – A11/2	A11/1 – A11/2
	A12/1 – A12/2	A12/1 – A12/2
	A12/11 – A12/12	A12/11 – A12/12
	A13/1 – A13/2	A13/1 – A13/2
	A13/11 – A13/14	A13/11 – A13/14
	A14/1 – A14/2	A14/1 – A14/2
	A14/11 – A14/12	A14/11 – A14/12

D Sale of Shares and Businesses

	D1/90A – D1/92	D1/91 – D1/92B
<i>*Do NOT remove pp.D1/152A– D1/152B.</i>	D1/151 – D1/152*	D1/151 – D1/152

Index to Volume 1

Supplementary Index 1/1 – 1/2	Supplementary Index 1/1 – 1/2
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You have now finished filing Volume 1

VOLUME 2

Contents	<i>Remove old pages</i>	<i>Insert new pages</i>
	Vol 2:i to Vol 2:viii	Vol 2:i to Vol 2:viii

E Employment

	E0/3 – E0/4	E0/3 – E0/4
	E1/1 – E1/4	E1/1 – E1/4
	E1/11 – E1/12	E1/11 – E1/12
	E1/17 – E1/18	E1/17 – E1/18
	E1/41 – E1/44	E1/41 – E1/44
	E2/13 – E2/16B	E2/13 – E2/16B
	E2/17 – E2/18B	E2/17 – E2/18B
<i>*Remove ALL pages.</i>	E2/21 – E2/26*	E2/21 – E2/26B
	E2/29 – E2/30	E2/29 – E2/30
	E2/34A – E2/34B	E2/34A – E2/34B
	E2/51 – E2/52	E2/51 – E2/52
<i>*Insert after E2/54</i>	–	E2/54A – E2/54L*
	E2/55 – E2/68	E2/55 – E2/66
	E2/101 – E2/106	E2/101 – E2/106
<i>*Do NOT remove pp.E3/24A-E3/24B.</i>	E3/23 – E3/24*	E3/23 – E3/24
<i>*Do NOT remove pp.E3/28A-E3/28B.</i>	E3/25 – E3/28*	E3/25 – E3/28
	E3/29 – E3/30	E3/29 – E3/30
	E4/17 – E4/18	E4/17 – E4/18

	E4/41 – E4/46	E4/41 – E4/46
	E5/11 – E5/12	E5/11 – E5/12
	E5/17 – E5/18	E5/17 – E5/18
	E5/41 – E5/42	E5/41 – E5/42
	E6/1 – E6/2	E6/1 – E6/2
	E6/11 – E6/12	E6/11 – E6/12
<i>*Remove ALL</i>	E7/12A – E7/16*	E7/13 – E7/16
<i>pages.</i>		
G Intellectual Property		
	G0/3 – G0/6	G0/3 – G0/6
	G1/99 – G1/100	G1/99 – G1/100
	G2/1 – G2/2	G2/1 – G2/2
	G2/11 – G2/12	G2/11 – G2/12
	G2/21 – G2/22	G2/21 – G2/22
Index to Volume 2		
	Supplementary Index 2/1 – 2/2	Supplementary Index 2/1 – 2/2

VOLUME 3

Contents	<i>Remove old pages</i>	<i>Insert new pages</i>
	Vol 3:i to Vol 3:viii	Vol 3:i to Vol 3:viii
J Commercial Property		
Development		
<i>*Remove ALL</i>	J1/6A – J1/10*	J1/7 – J1/10B
<i>pages.</i>	J1/13 – J1/14	J1/13 – J1/14
<i>*Do NOT remove</i>	J1/19 – J1/20*	J1/19 – J1/20
<i>pp.J1/20A–</i>	J1/29 – J1/30	J1/29 – J1/30
<i>J1/20B.</i>		
K Agency and Distribution		
	K0/3 – K0/4	K0/3 – K0/4B
	K0/9 – K0/10	K0/9 – K0/10B
	K0/13 – K0/22	K0/13 – K0/22B
	K0/25 – K0/30	K0/25 – K0/30
	K1/33 – K1/34	K1/33 – K1/34
	K1/41 – K1/46D	K1/41 – K1/46F
	K1/51 – K1/54B	K1/51 – K1/54
	K1/57 – K1/58	K1/57 – K1/58
<i>*Remove ALL</i>	K1/61 – K1/68*	K1/61 – K1/78
<i>pages.</i>	K4/5 – K4/6	K4/5 – K4/8
	K4/23 – K4/24	K4/23 – K4/24
<i>*Remove ALL</i>	K4/43 – K4/48*	K4/43 – K4/50
<i>pages.</i>		
Index to Volume 3		
	Supplementary Index 3/1 – 3/2	Supplementary Index 3/1 – 3/2

You have now finished filing Volume 3

VOLUME 4

	<i>Remove old pages</i>	<i>Insert new pages</i>
Contents	Vol 4:i – Vol 4:viii	Vol 4:i – Vol 4:viii
O Credit and Finance		
	O0/3 – O0/4	O0/3 – O0/4
	O1/3 – O1/6	O1/3 – O1/8
<i>*Remove ALL</i>	O1/21 – O1/50*	O1/21 – O1/50B
<i>pages.</i>	O1/53 – O1/54	O1/53 – O1/54
	O1/59 – O1/60	O1/59 – O1/60
<i>*Do NOT remove</i>	O1/63 – O1/64*	O1/63 – O1/64
<i>pp.O1/64A–O1/64B.</i>		
<i>*Remove ALL</i>	O1/91 – O1/98*	O1/91 – O1/98B
<i>pages.</i>	O1/103 – O1/106	O1/103 – O1/106
S Insolvency and Liquidation		
	S0/3 – S0/4	S0/3 – S0/4
	S7/11 – S7/12	S7/11 – S7/12
	S12/61 – S12/62	S12/61 – S12/62
Index to Volume 4 and the Work		
	Supplementary Index 4/1 – 4/2	Supplementary Index 4/1 – 4/2

You have now finished filing Volume 4

You have now finished filing this release