

Established 1958

First directors, secretary, shareholders and intended situation of registered office

THIS FORM WILL NOT BE FILED AT THE REGISTRY. THE INFORMATION ON IT WILL BE USED TO CREATE THE DATA THAT WILL BE TRANSMITTED ELECTRONICALLY TO THE REGISTRY.

Notes on completion of this form

The consent signatures on this form are created electronically by the provision of certain personal details. There are seven pieces of information that can be used for this purpose. For the sake of convenience we only ask you to provide the three indicated. This information is confidential and will not be given to any third party.

Where the Secretary is a Corporate Body, insert its full name in the box marked "Corporate Secretary", then insert the full details including the "ID Signature" of a responsible person representing it in the Company Secretary appointment section below it. In the case of a Corporate Director complete their details in the same way in the first appointment section on page 2.

The declaration of compliance requires the "electronic" signature of an officer of the proposed Company. The signatory to this form will normally be the first Director. We will consider that completion of this form constitutes your consent to use these details for this purpose.

*Please complete in typescript
or in bold black capitals*

Company Name in full
(see notes on page 4)

COMPANY SECRETARY

Name of Corporate Body
If applicable (see notes above)

*Voluntary details **Name** *Style / Title

 *Honours etc

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

Shareholder?

Address

Yes No

Number and
class of
shares taken

Post town

County / Region

Postcode

Country

I consent to act as secretary of the company named above

This information is used only to establish your Personal ID for Companies House and will not appear on the public file.

**Personal ID information to
create your electronic
signature#**

Eye Colour

Town of birth

Telephone number

DIRECTOR Name of Corporate Body
If applicable (see notes on page 1)

Name *Style / Title

 *Honours etc

Forename(s)

Surname

Previous forename(s) or surname(s)

Address

Post town

 County/Region

Postcode

 Country

Date of birth

 Day Month Year Nationality

Business occupation

Other directorships

I consent to act as director of the company named on page 1

Shareholder?

Yes No

Number and class of shares taken

This information is used only to establish your Personal ID for Companies House and will not appear on the public file.

Personal ID information to create your electronic signature#

Eye Colour

Town of birth

Telephone number

Name *Style / Title

 *Honours etc

Forename(s)

Surname

Previous forename(s) or surname(s)

Address

Post town

 County/Region

Postcode

 Country

Date of birth

 Day Month Year Nationality

Business occupation

Other directorships

I consent to act as director of the company named on page 1

Shareholder?

Yes No

Number and class of shares taken

This information is used only to establish your Personal ID for Companies House and will not appear on the public file.

Personal ID information to create your electronic signature#

Eye Colour

Town of birth

Telephone number

Proposed Registered Office
(PO Box numbers only, are not acceptable)

Post town

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County / Region

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Postcode

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Objects clauses

If this section is left blank we will use the objects of a "general commercial company" enabling the company to carry on any business.

Authorised Share Capital

£ divided into Ordinary shares of £ each

Other classes of shares if applicable (please give specific rights etc. overleaf or on a separate sheet)

£ divided into shares of £ each

Issued share capital and non officer shareholders

Please insert details of shares issued to the directors and secretary next to their appointments on page 1 and 2 and list other non officer shareholders below.

Where a non officer shareholder is a corporate body or a child please insert the name of a person who will be responsible for signing documents of their behalf and complete the ID signature boxes.

Name: Number and class of shares taken

Address:

Eye Colour
Town of birth
Telephone number

Name of person signing for and on behalf of where applicable

Personal ID "Signature" #

Name: Number and class of shares taken

Address:

Eye Colour
Town of birth
Telephone number

Name of person signing for and on behalf of where applicable

Personal ID "Signature" #

Name: Number and class of shares taken

Address:

Eye Colour
Town of birth
Telephone number

Name of person signing for and on behalf of where applicable

Personal ID "Signature" #

PACKAGE DELIVERY ADDRESS

(Please note that the package must be signed for on delivery and cannot be delivered to a PO box number.)

Name:	
Address:	
Tel:	Fax:

CORRESPONDENCE ADDRESS

(If different)

Name:	
Address:	
Tel:	Fax:

Rights, restrictions etc. of other classes of shares

Other Classes of shares – i.e. Voting, Income, Redemption, Repayment and distribution of any surplus on liquidation. These instructions require specially drafted articles to meet the circumstances of the case and attract additional charges over and above the standard cost of registration, the amount will depend on the time and complexity involved.

COMPANY NAMES – PLEASE READ VERY CAREFULLY

The Registrar of Companies will, with certain specified exceptions, register any name which is not identical to one already on the Register. An existing company, if it finds that a company with a similar name has appeared on the Index, can complain to the Department of Trade who, within a year of the new name appearing, can order the new company to change its name. Alternatively, as always has been the case, the existing company can apply for an injunction in the civil courts for an order that the new company change its name and stop trading under it.

Whether you are interested in changing the name of an existing company, in registering a new company under your own choice of name or acquiring a ready made company we will look at the Companies index for you and will draw attention to any other company which we find who in our view might complain. However, an inspection of the Index, no matter how carefully carried out, can never be totally reliable or satisfactory. The index is completely alphabetical, even including initials, numbers, abbreviations and forenames. The addition of any prefix to an otherwise identical name will usually place it in an entirely different part of the index; hundreds or thousands of names from the one being investigated. Furthermore, many names can be spelt in different ways although pronounced similarly such as Key or Quay or J.B. and Jaybee. It is impossible to think of every variation in the time available: not to mention the human element involved.

Problems can also arise when a name is registered which is similar to an unregistered Business Name or a Trade Mark. Regrettably there is no official register of Business Names. If you are concerned about Trade Marks you can ask us to carry out a personal search at the Trade Marks Registry itself, the cost of which varies with the time taken. The additional services do of course increase the cost, which is regrettable, but in view of the current legislation it is our duty to draw attention to it so that you can assess the risk and decide whether to use this service or not.

In consequence it must be agreed that we cannot be responsible for any trouble which might arise or any expense which might be incurred over any name we overlook, fail to find, or omit to mention howsoever caused. We feel sure that you will agree that it is reasonable for us to accept and carry out or work only on that basis.

PLEASE NOTE that it is not possible to reserve a Company Name (apart from Ready Made Companies that are already registered) and therefore it is inadvisable to incur any expenses in the advance printing of business stationery, signwriting etc. in the Company's Name. Any such expenses are incurred at your own risk.

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