

100562/250 DN18/3

In accordance with  
Section 707 of the  
Companies Act 2006

SH03

Return of purchase of own shares



Companies House

250

THURSDAY



\*A4F5JCH4\*

A18 03/09/2015 #62  
COMPANIES HOUSE

\*A4DIEWWZ\*

A15 10/08/2015 #5  
COMPANIES HOUSE

✓ What this form is for

You may use this form to give notice  
of a purchase by a limited company  
of its own shares

X What this form is NOT for

You cannot use this form to give  
notice of a purchase by an unlimite  
company of its own shares

1 Company details

Company number 00985871

Company name in full CAVENDISH DESIGN & ADVERTISING  
LIMITED

→ Filling in this form

Please complete in typescript or in  
bold black capitals

All fields are mandatory unless  
specified or indicated by \*

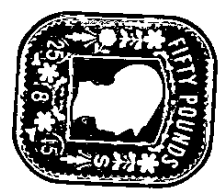
2 Shares purchased for cancellation

Class of shares (E g Ordinary/Preference etc )	Number of shares purchased	Nominal value of each share	Date that the shares were delivered to the company	Do these qualify as treasury shares?	Maximum price paid for shares (PLC only)	Minimum price paid for shares (PLC only)
REDEEMABLE PREFERENCE SHARES	50,000	£1	30/06/15	<input type="checkbox"/> Yes		
			/ /	<input type="checkbox"/> Yes		
			/ /	<input type="checkbox"/> Yes		
			/ /	<input type="checkbox"/> Yes		
			/ /	<input type="checkbox"/> Yes		

Please show the aggregate amount paid on shares purchased for cancellation

Total aggregate amount £50,000

For HM Revenue and Customs Stamp Office only





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## Shares purchased into treasury

Please complete the table below if you are purchasing shares to place into treasury

Class of shares (E.g. Ordinary/Preference etc.)	Number of shares purchased	Nominal value of each share	Date that the shares were delivered to the company	Maximum price paid for shares (PLC only)	Minimum price paid for shares (PLC only)
			/ /		
			/ /		
			/ /		
			/ /		
			/ /		

Please show the aggregate amount paid by the company on shares purchased into treasury

Total aggregate amount

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## Stamp Duty

Stamp Duty of 0.5% is payable for purchases where the amount or value of the consideration is over £1,000

Please show the amount of Stamp Duty paid on shares purchased

Stamp Duty ①

£ 250 —

Before this form is sent to Companies House it must be 'stamped' by HM Revenue and Customs Stamp Office to confirm that the appropriate amount of Stamp Duty has been paid

After this form has been 'stamped' and returned to you by HM Revenue and Customs it must then be sent to Companies House.

No Stamp Duty payable

If Stamp Duty is not payable on shares purchased, please confirm the statement below by ticking the box

☐ I/We certify that the transaction effected by this instrument does not form part of a larger transaction or series of transactions in respect of which the amount or value of the consideration exceeds £1,000

If you have no stamp duty payable, please return this form directly to Companies House

## ② Stamp Duty

The aggregate amount should be rounded up to the nearest multiple of £5

## Amount payable

Cheques for the Stamp Duty must be made payable to 'HM Revenue &amp; Customs Taxes' and crossed 'Not Transferable'

## Stamp office address

Please send the form to  
HMRC Stamp Office  
9th Floor, City Centre House,  
30 Union Street,  
Birmingham B2 4AR

## Further information

If you require further information on Stamp Duty please contact HM Revenue & Customs on 0845 6030135 or visit their website [www.hmrc.gov.uk](http://www.hmrc.gov.uk)

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## Signature

I am signing this form on behalf of the company

Signature

Signature

X  X

Date

31 07 2015

This form may be signed by  
Director ②, Secretary, Person authorised ③, Administrator, Receiver, Receiver manager, CIC manager

## ② Societas Europaea

If the form is being filed on behalf of a Societas Europaea (SE) please delete 'director' and insert details of which organ of the SE the person signing has membership

## ③ Person authorised

Under either section 270 or 274 of the Companies Act 2006

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**Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name ANNA RICHARDS

Company name RICHARDS ASSOCIATES LIMITED

Address SUITE 10, HAWKESYARD HALL  
ARMITAGE ROAD

Post town RUGELEY

County/Region STAFFORDSHIRE

Postcode S T 1 5 1 P 4

Country

DX

Telephone 01889 580005

**Checklist**

We may return forms completed incorrectly or with information missing

Please make sure you have remembered the following.

- ☐ The company name and number match the information held on the public Register
- ☐ You have completed Section 2 and/or Section 3 as appropriate
- ☐ In Section 4, you have either had the form stamped by HMRC or ticked the certification section to indicate that no duty is payable
- ☐ You have signed the form

**Important information**

Please note that all information on this form will appear on the public record

**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below

**For companies registered in England and Wales**  
The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ  
DX 33050 Cardiff

**For companies registered in Scotland**  
The Registrar of Companies, Companies House,  
Fourth floor, Edinburgh Quay 2,  
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF  
DX ED235 Edinburgh 1  
or LP - 4 Edinburgh 2 (Legal Post)

**For companies registered in Northern Ireland**  
The Registrar of Companies, Companies House,  
Second Floor, The Linenhall, 32-38 Linenhall Street,  
Belfast, Northern Ireland, BT2 8BG  
DX 481 N R Belfast 1

**Stamp Duty**

If Stamp Duty is to be paid, please first send this form to HMRC Stamp Office, 9th Floor, City Centre House, 30 Union Street, Birmingham, B2 4AR

**Further information**

For further information, please see the guidance notes on the website at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

This form is available in an alternative format. Please visit the forms page on the website at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)