

— for the record —

Company Name

ARUNDEL OFFICE CLEANING
SERVICES LIMITED

Company Type

Private Company Limited By
Shares

Company Number

1290711

Information extracted from
Companies House records on
28th May 2005

363s Annual Return

- Please check the details printed in blue on this statement.
- If any details are wrong, strike them through and write the correct details in the "Amended details" column.
- Please use black pen and write in capitals.

Section 1: Company details



Ref: 1290711/03/10

| Ref: 1290711/03/10 | | Current details | | Amended details | | | | | | | | | | | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-----------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------|-------------|------|---------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------|-------------|---------|--|---------|--|---------|--|---------|--|---------|--|---------|--|
| <div>COMPANIES HOUSE034125/06/05</div> <div>> Registered Office Address</div> <div>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</div> | | Saint Florian House Milton Road Wokingham Berkshire RG40 1EN | | Address UK Postcode _ _ _ _ _ | | | | | | | | | | | | | | | | | | | |
| <div>> Register of Members</div> <div>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</div> | | Address where the Register is held At Registered Office | | Address UK Postcode _ _ _ _ _ | | | | | | | | | | | | | | | | | | | |
| <div>> Register of Debenture Holders</div> <div>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</div> | | Not Applicable | | Address UK Postcode _ _ _ _ _ | | | | | | | | | | | | | | | | | | | |
| <div>> Principal Business Activities</div> <div>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</div> | | <table><tr><th>SIC Code</th><th>Description</th></tr><tr><td>7470</td><td>Other cleaning activities</td></tr></table> | | SIC Code | Description | 7470 | Other cleaning activities | <table><tr><th>SIC CODE</th><th>Description</th></tr><tr><td> _ _ _ _ </td><td> </td></tr><tr><td> _ _ _ _ </td><td> </td></tr><tr><td> _ _ _ _ </td><td> </td></tr><tr><td> _ _ _ _ </td><td> </td></tr><tr><td> _ _ _ _ </td><td> </td></tr><tr><td> _ _ _ _ </td><td> </td></tr></table> | | SIC CODE | Description | _ _ _ _ | | _ _ _ _ | | _ _ _ _ | | _ _ _ _ | | _ _ _ _ | | _ _ _ _ | |
| SIC Code | Description | | | | | | | | | | | | | | | | | | | | | | |
| 7470 | Other cleaning activities | | | | | | | | | | | | | | | | | | | | | | |
| SIC CODE | Description | | | | | | | | | | | | | | | | | | | | | | |
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| <div>> Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.</div> | | | | | | | | | | | | | | | | | | | | | | | |

Section 2: Details of Officers of the Company

| | Current details | Amended details |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| > Company Secretary <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> <i>Particulars of a new Company Secretary must be notified on form 288a.</i> | Name David Ian PENNINGTON Address Ferndene Applelands Close Boundstone Farnham Surrey GU10 4TL | Name <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Address UK Postcode _ _ _ _ _ Date of change _ _ / _ _ / _ _ _ _ Date David Ian PENNINGTON ceased to be secretary (if applicable) _ _ / _ _ / _ _ _ _ |
| > Director <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> <i>Particulars of a new Director must be notified on form 288a.</i> | Name Llewellyn John AUSTEN Address 17 Martins Drive Wokingham Berkshire RG41 1NY Date of birth 21/10/1946 Nationality British Occupation Business Broker | Name <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Address UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _ _ _ _ _ Occupation _ _ _ _ _ Date of change _ _ / _ _ / _ _ _ _ Date Llewellyn John AUSTEN ceased to be director (if applicable) _ _ / _ _ / _ _ _ _ |

➤ Director

If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.

Particulars of a new Director must be notified on form 288a.

Current details**Name**

Richard NEWELL

Address

Tanglewood 62 Marlow Bottom
Marlow
Buckinghamshire
SL7 3NB

Date of birth 07/08/1945**Nationality** British**Occupation** Director**Amended details****Name**
☐

Tick this box if this address is a service address for the beneficiary of a

Confidentiality Order granted under section 723B of the Companies Act 1985.

Address**UK Postcode** _ _ _ _ _**Date of birth** _ _ / _ _ / _ _ _ _**Nationality** _ _ _ _ _**Occupation** _ _ _ _ _**Date of change** _ _ / _ _ / _ _ _ _

Date Richard NEWELL ceased to be
director (if applicable)

_ _ / _ _ / _ _ _ _

Section 3: Share Capital

| | Current details | Amended details |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| > Issued Share Capital <i>This table shows the total number of shares that have been issued by your company and their Nominal Value. If any of the details are wrong, please fill in the correct details.</i> | Class of share Ordinary Nominal value of each share £1.00 Number of shares issued 100 Aggregate Nominal Value of issued shares £100.00 | Class of share _____ Nominal value of each share _____ Number of shares issued _____ Aggregate Nominal Value of issued shares _____ |
| > Total shares issued and value <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> | Total number of shares issued 100 Total Nominal value of shares issued £100.00 | Total number of shares issued _____ Total Nominal value of shares issued _____ |
| > At the date of this Annual Return, if the company has altered or changed its share capital in any way or allotted new shares, please refer to the guidance notes for details of the appropriate form that should be sent with this Annual Return. Annual return guidance notes are available on the Companies House web site at www.companieshouse.gov.uk or by ringing 0870 3333636. | | |

Section 4: Details of Shareholders

- > The details we hold on your company's shareholders and their shareholdings are printed below. These are based on your last Annual Return.
- > If any details have changed, or if any shares have been transferred, please fill in the details in the "Amended details" or "Shares transferred" column.
- > Please give details of any other shareholders in Section 5.

| Current details | | Amended details | | Shares transferred | | | | | | | | | | | |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|-------|--------|------------------|-------|-------|------------|-------|-------|------------|
| > | Shareholder Name COURTYARD SERVICES Address St. Florian House Milton Road Wokingham Berkshire RG40 1EN Shares held Class Ordinary | Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _ Shares held Class Number 100 | _____ _____ _____ _____ _____ | Shares transferred by COURTYARD SERVICES <table> <thead> <tr> <th>Class</th> <th>Number</th> <th>Date of transfer</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> <td>__/__/____</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>__/__/____</td> </tr> </tbody> </table> | | | Class | Number | Date of transfer | _____ | _____ | __/__/____ | _____ | _____ | __/__/____ |
| Class | Number | Date of transfer | | | | | | | | | | | | | |
| _____ | _____ | __/__/____ | | | | | | | | | | | | | |
| _____ | _____ | __/__/____ | | | | | | | | | | | | | |

Section 5: Details of Other Shareholders

- > Please fill in details of any persons or corporate bodies who are shareholders of the company at the date of this return, but whose details are not printed in Section 4.
- > Also, provide the details of any persons who became but have ceased to be shareholders of the company since the date of the last annual return.
- > For jointly held shares please list those joint shareholders consecutively on the form. If a joint shareholder also holds shares in their own right, list that holding separately.
- > Please copy this page if there is not enough space to enter all the company's other shareholders.

| Shareholders details | Class and number of shares or amount of stock held | Class and number of shares or amount of stock transferred (If appropriate) | Date of registration of transfer (If appropriate) |
|---------------------------------------------------------------------------------|----------------------------------------------------|----------------------------------------------------------------------------|---------------------------------------------------|
| Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _ | | | |
| Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _ | | | |
| Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _ | | | |
| Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _ | | | |



Companies House

— for the record —

363s Annual Return Declaration

- > When you have checked all the sections of this form, please complete this page and sign the declaration below.
- > If you want to change the made up date of this annual return, please complete 2 below.

1. Declaration

- ☐ I confirm that the details in this annual return are correct as at the made-up-date (shown at 2 below). I enclose the filing fee of £30.

Signature

[Handwritten signature]
(Director / Secretary)

Date

23, 06, 2005

This date must not be earlier than the return date at 2 below

What to do now

Complete this page then send the whole of the Annual Return and the declaration to the address shown at 4 below.

2. Date of this return

- ☐ This AR is made up to
22/6/2005

If you are making this return up to an earlier date, please give the date here

— / — / —

Note: The form must be delivered to CH within 28 days of this date

3. Date of next return

- ☐ If you wish to change your next return to a date earlier than **22nd June 2006** please give the new date here:

— / — / —

4. Where to send this form

- ☐ Please return this form to:

Registrar of Companies
Companies House
Crown Way
Cardiff CF14 3UZ

OR

For members of the Hays Document
Exchange service
DX 33050 Cardiff

Have you enclosed the filing fee with the company number written on the reverse of the cheque?

Contact Address

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

Contact Name

Telephone number *inc code*

David Pennington
Company Secretarial Services
Ferndene
Applelands Close
Farnham
Surrey
GU10 4TL
Postcode

able