

# SH01

## Return of allotment of shares



Companies House



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[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

☒ **What this form is for**  
You may use this form to give  
notice of shares allotted following  
incorporation.

☐ **What this form is NOT for**  
You cannot use this form to give  
notice of shares taken by subscribers  
on formation of the company  
for an allotment of a new class of  
shares by an unlimited company.

FRIDAY



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01/12/2017

#373

COMPANIES HOUSE

### 1 Company details

Company number 02156364

Company name in full ACA LABORATORY SERVICES LIMITED

**→ Filling in this form**  
Please complete in typescript or in  
bold black capitals.  
  
All fields are mandatory unless  
specified or indicated by \*

### 2 Allotment dates

From Date d3 d0 m0 m4 y2 y0 y1 y5  
To Date d3 d0 m0 m4 y2 y0 y1 y5

**● Allotment date**  
If all shares were allotted on the  
same day enter that date in the  
'from date' box. If shares were  
allotted over a period of time,  
complete both 'from date' and 'to  
date' boxes.

### 3 Shares allotted

Please give details of the shares allotted, including bonus shares.  
(Please use a continuation page if necessary.)

**● Currency**  
If currency details are not  
completed we will assume currency  
is in pound sterling.

| Currency ● | Class of shares<br>(E.g. Ordinary/Preference etc.) | Number of shares<br>allotted | Nominal value of<br>each share | Amount paid<br>(including share<br>premium) on each<br>share | Amount (if any)<br>unpaid (including<br>share premium) on<br>each share |
|------------|--|------------------------------|--------------------------------|--|---|
| STERLING   | ORDINARY   | 30000                        | £1.00                          | £30000   | 0   |
|            |  |                              |                                |  |   |
|            |  |                              |                                |  |   |

If the allotted shares are fully or partly paid up otherwise than in cash, please  
state the consideration for which the shares were allotted.

**Continuation page**  
Please use a continuation page if  
necessary.

Details of non-cash  
consideration.

If a PLC, please attach  
valuation report (if  
appropriate)

30000 ORDINARY SHARES AT £1.00 EACH WERE ALLOTTED TO MR ANDREW CHITOLIE  
FOR THE CONVERSION OF HIS DIRECTORS LOAN ACCOUNT.

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**Statement of capital**

Complete the table(s) below to show the issued share capital at the date to which this return is made up.

Complete a separate table for each currency (if appropriate). For example, add pound sterling in 'Currency table A' and Euros in 'Currency table B'.

Please use a Statement of Capital continuation page if necessary.

| Currency                                       | Class of shares               | Number of shares | Aggregate nominal value<br>(£, €, \$, etc)             | Total aggregate amount<br>unpaid, if any (£, €, \$, etc)  |
|--|-------------------------------|------------------|--|---|
| Complete a separate<br>table for each currency | E.g. Ordinary/Preference etc. |                  | Number of shares issued<br>multiplied by nominal value | Including both the nominal<br>value and any share premium |

**Currency table A**

|               |                 |        |         |   |
|---------------|-----------------|--------|---------|---|
| STERLING      | ORDINARY SHARES | 70000  | £70000  |   |
| STERLING      | ORDINARY        | 30000  | £30000  |   |
|               |                 |        |         |   |
| <b>Totals</b> |                 | 100000 | £100000 | 0 |

**Currency table B**

|               |  |  |  |  |
|---------------|--|--|--|--|
|               |  |  |  |  |
|               |  |  |  |  |
|               |  |  |  |  |
| <b>Totals</b> |  |  |  |  |

**Currency table C**

|               |  |  |  |  |
|---------------|--|--|--|--|
|               |  |  |  |  |
|               |  |  |  |  |
|               |  |  |  |  |
| <b>Totals</b> |  |  |  |  |

**Totals (including continuation  
pages)**

| Total number<br>of shares | Total aggregate<br>nominal value ● | Total aggregate<br>amount unpaid ● |
|---------------------------|------------------------------------|------------------------------------|
| 100000                    | £100000                            | 0                                  |

● Please list total aggregate values in different currencies separately.  
For example: £100 + €100 + \$10 etc.

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**Statement of capital (prescribed particulars of rights attached to shares)**

Please give the prescribed particulars of rights attached to shares for each class of share shown in the share capital tables in Section 4.

**● Prescribed particulars of rights attached to shares**

The particulars are:

- a particulars of any voting rights, including rights that arise only in certain circumstances;
- b particulars of any rights, as respects dividends, to participate in a distribution;
- c particulars of any rights, as respects capital, to participate in a distribution (including on winding up); and
- d whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder.

A separate table must be used for each class of share.

**Continuation page**

Please use a Statement of Capital continuation page if necessary.

Class of share

100000 ORDINARY SHARES

Prescribed particulars

All shares issued are non-redeemable and rank equally in terms of each of:

1. Rights to take part in all approved dividend distributions
2. Voting rights – each share being entitled to one vote
3. Rights to participate in any distribution of capital on winding up of the company.

Class of share

Prescribed particulars

Class of share

Prescribed particulars

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**Signature**

I am signing this form on behalf of the company.

Signature

Signature

X

ChitDie

X

This form may be signed by:

Director ●, Secretary, Person authorised ●, Administrator, Administrative receiver, Receiver, Receiver manager, CIC manager.

**● 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.

**● 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  | MS SARAH BAINES         |
| Company name  | ST SECRETARIAL SERVICES |
|               | LIMITED                 |
| Address       | ASHFIELDS SUITE         |
|               | INTERNATIONAL HOUSE     |
|               | CRAY AVENUE             |
| Post town     | ORPINGTON               |
| County/Region | KENT                    |
| Postcode      | B R 5 3 R S             |
| Country       | UNITED KINGDOM          |
| DX            |                         |
| Telephone     |                         |



**Checklist**

We may return the 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 shown the date(s) of allotment in section 2.
- ☐ You have completed all appropriate share details in section 3.
- ☐ You have completed the relevant sections of the statement of capital.
- ☐ 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.



**Further information**

For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) 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.gov.uk/companieshouse](http://www.gov.uk/companieshouse)