

The Companies Acts 1985 to 1989

COMPANY LIMITED BY SHARES

ARTICLES OF ASSOCIATION

of

DTZ DEBENHAM TIE LEUNG LIMITED

PRELIMINARY

- 1 (A) The regulations contained or incorporated in Table A of the Companies (Tables A to F) Regulations 1985 and the Companies (Tables A to F) (Amendment) Regulations 1985 (“**Table A**”), other than regulations 40 and 41, 73, 75 and 76, 78 to 80 inclusive and 94 and 95, shall subject to the modifications hereinafter expressed, apply to the company and together with the regulations hereinafter contained, shall constitute the Articles of Association of the company
- (B) In regulation 1 of Table A “**execution**” includes both signature under hand and execution under seal
- (C) Words and expressions which are defined in Table A have the same meanings when used in these articles and reference to “**regulations**” means the regulations contained in Table A

PRIVATE COMPANY

- 2 The company is a private company and accordingly the provisions of section 170 of the Financial Services Act 1986 shall apply to the company

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SHARE CAPITAL

- 3 (A) The authorised share capital of the company at the date of the adoption of these articles is £107,010 divided into 10,701,000 “A” Ordinary Shares of 1p each;
- (B) For the purposes of section 80 of the Act and subject to the provisions of article 4, the directors are hereby generally and unconditionally authorised at any time or times during the period of 5 years from the date of the adoption of these articles
- 1) to allot relevant securities of the company (as defined in the said section) up to the amount of the authorised but unissued share capital of the company at the date of any such allotment, and
 - 2) to make at any time before the expiry of the foregoing authority any offer or agreement which would or might require relevant securities to be allotted after the expiry of such authority,

provided that the authority hereby given may, subject to the Act, be renewed, revoked or varied by the company at any time during such period by ordinary resolution and unless so renewed, revoked or varied, such authority shall expire at the end of such period

ALLOTMENT OF SHARES

- 4 Without prejudice to any special rights previously conferred on the holders of any existing shares or class of shares or other securities, all shares or other securities shall be issued to such persons and upon such terms and conditions and with such rights, priorities, privileges or restrictions as the resolution creating or issuing such shares or other securities and/or effecting the increase in the authorised share capital of the company shall prescribe but, in the absence of any such prescription, all shares or other securities whether forming part of the existing or any increased capital or other securities shall be at the disposal of the directors who may issue them, subject to section 80 of the Act, to such persons at such times and generally on such terms and conditions and with such rights, priorities, privileges or restrictions as they may think fit Accordingly, and in accordance with section 91 of the Act, sections 89(1) and 90(1) - (6) inclusive of the Act shall not apply to the company
- 5 No shares shall be issued to any infant, bankrupt or person suffering from mental disorder (as that expression is used in regulation 81(c))

LIEN

- 6 [Intentionally left blank]
- “6A. Notwithstanding any provision of these Articles, any lien on shares (whether fully or partly paid up) which the Company has shall not apply in respect of any shares over which a charge or other security interest has been granted by way of security to a bank or institution, whether as agent or security trustee for a group of banks or institutions or

otherwise, or to any nominee or any transferee of such bank or institution (a “**Secured Institution**”) A stock transfer form executed by the company and share certificate of the Company held by any officer of the Secured Institution evidencing that the shares were so charged and the transfer was so executed shall be conclusive evidence of such facts ”

FORFEITURE

- 7 The liability of any member in default of payment of a call shall, if the directors so direct, also include any costs and expenses suffered or incurred by the company in respect of such non-payment and regulations 18 and 21 shall be amended accordingly

TRANSMISSION OF SHARES

- 8 The directors may at any time give notice requiring any person entitled to a share by reason of the death or bankruptcy of the holder thereof to elect either to be registered himself in respect of the share or to transfer the share and if the notice is not complied with within 30 days of the date of such notice the directors may thereafter withhold payment of all dividends, bonuses or other monies payable in respect of the share until the requirements of the notice have been complied with and regulation 31 shall be modified accordingly

TRANSFER OF SHARES

- 9 A The directors may, in their absolute discretion and without assigning any reason therefor, refuse to register any transfer of any share whether or not it is a fully paid share and for the purposes of these articles the expression “**transfer**” includes the renunciation of any allotment of shares or of any rights to subscribe for or receive an allotment of shares and the first sentence of regulation 24 is modified accordingly
- 9 B Notwithstanding any other provision of these Articles (whether by way of or in relation to pre-emption rights, restrictions on, or conditions applicable to, share transfers or otherwise), the directors shall not decline to register any transfer of shares nor suspend registration thereof
- (i) where such transfer is in favour of a bank, financial institution or other lender or any nominee of such bank, financial institution or other lender and the transfer is as contemplated by, or pursuant to, any mortgage, charge of shares, call or other share option or other security granted in favour of that bank, financial institution or other lender, or
 - (ii) where such transfer is by or on behalf of a bank, financial institution or other lender or any nominee of such bank, financial institution or other lender in favour of any third party upon disposal or realisation of shares following that bank, financial institution or other lender having become entitled to exercise or enforce its rights under any such mortgage, charge, call or other share option and/or security,

and a certificate of an officer of that bank, financial institution or other lender that the relevant transfer is within paragraph (i) or (ii) above shall be conclusive evidence of that fact

GENERAL MEETINGS

- 10 No business shall be transacted at any general meeting unless a quorum is present. Two persons entitled to vote upon the business to be transacted each being a member or a proxy for a member, or a duly authorised representative of a corporation, shall be a quorum. If such a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting such quorum ceases to be present, the meeting if convened on the requisition of members will be dissolved. In any other case, the meeting will stand adjourned to the same day in the next week at the same time and place or to such time and place as the directors may determine. If at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the meeting will be dissolved.
- 11 At any general meeting of the company, a poll may be demanded by one or more members present in person or by proxy and having the right to vote at the meeting and sub-paragraphs (b) (c) and (d) of regulation 46 shall be modified accordingly.

APPOINTMENT AND REMOVAL OF DIRECTORS

- 12 Unless otherwise determined by ordinary resolution the minimum number of directors shall be one and a sole director shall have and exercise all the powers, duties and discretion conferred on or vested in the directors by these articles, and regulations 64 and 89 shall be modified accordingly.
- 13 The directors shall not be required to retire by rotation.
- 14 Subject as otherwise provided by these articles, the company may by ordinary resolution appoint a person who is willing to act, to be a director, either to fill a vacancy or as an additional director.
- 15 The directors may also appoint a person who is willing to act, to be a director, either to fill a vacancy or as an additional director, provided that the appointment does not cause the number of directors to exceed any number fixed by or in accordance with these articles as the maximum number of directors. A director so appointed shall not be subject to retirement or re-election at any Annual General Meeting.
- 16 In addition and without prejudice to the provisions of sections 303 and 304 of the Act, the company may by extraordinary resolution remove any director before the expiration of his period of office and may, if thought fit, by ordinary resolution appoint another person in his stead. Such removal shall be without prejudice to any claim such director may have for damages for breach of any contract of service between him and the company.

POWERS AND PROCEEDINGS OF DIRECTORS

- 17 Subject to the Act, a director may vote at a meeting of directors or of a committee of directors (and may be counted in the quorum present at any such meeting) on any resolution concerning any matter in which he has, directly or indirectly, an interest or duty which is material and which conflicts or may conflict with the interests of the company provided that at or prior to such meeting he complies in respect of such a matter with the disclosure provisions of section 317 of the Act. Compliance with section 317 of the Act shall be sufficient disclosure by a director for the purpose of regulations 85 and 86
- 18 The directors may exercise all the powers of the company conferred by the Memorandum to pay and/or provide pensions, annuities, gratuities, superannuation and other allowances, benefits, advantages, facilities and services both for persons who are or have been directors of, or who are or have been employed by the company or by any subsidiary or associated company of the company and their dependants and relatives and the directors are entitled to retain any benefits received by them or any of them by reason of the exercise of any such powers and regulation 87 does not apply to the company
- 19 The directors shall be entitled to such remuneration (if any) by way of fees salary or otherwise as shall from time to time be determined by resolution of the directors and the directors (including alternate directors) shall also be entitled to be paid their reasonable travelling, hotel and other expenses of attending and returning from meetings of the company or otherwise incurred while engaged on the business of the company or in the discharge of their duties and regulations 82, 83 and 84 shall be amended accordingly.
- 20 Any director who, by request of the directors, performs special services for any purpose of the company which in the opinion of the directors is outside the normal scope of such director's duties shall receive such extra remuneration by way of salary, percentage of profits or otherwise as the directors may determine, which shall be charged as part of the company's ordinary revenue expenses
- 21 Any director or member of a committee of the Board may participate in a meeting of the directors or such committee by means of conference telephone or similar communications equipment whereby all persons participating in the meeting can hear each other and any director or member of a committee participating in a meeting in this manner shall be deemed to be present in person at such meeting

NON-BOARD DIRECTORS

- 22 (a) The Directors may from time to time appoint any person who is for the time being an employee of the Company or of any subsidiary of the Company to be a non-board Director of the Company upon the terms of this article
- (b) A non-board Director shall not be required to hold any share qualification and save as otherwise agreed between him and the Company his appointment as a non-board Director shall not affect the terms and conditions of his employment by

or service with the Company or any subsidiary of the Company in any other capacity, whether as regards duties, remuneration or otherwise

- (c) The appointment, continuance in office, removal, powers, duties and remuneration of any non-board Directors shall be determined by the Directors who shall have full power to make such arrangements, not being inconsistent with the provisions of this article, as they may think fit
- (d) A non-board Director shall not except with the approval of the Directors and to the extent of any such approval
 - (i) have the right of access to the books of the Company,
 - (ii) be entitled to receive notice of or to attend or vote at meetings of the Directors or of any Committee of the Directors,
 - (iii) be entitled to participate in any other respect in the exercise of the collective powers or duties of the Directors or to exercise any of the powers or rights of a Director individually under these articles,
- (e) A non-board Director appointed pursuant to this Article shall be entitled to use the title of "Director" in his dealings with third parties, but he shall not, except with the approval of the Directors and to the extent of such approval, otherwise represent himself as being a member of the board of Directors of the Company or as having statutory authority to act on behalf of the Company in the capacity of a full board Director

ALTERNATE DIRECTORS

- 23 The following provisions apply to the company by way of variation of regulations 65 to 69 inclusive
- (A) The appointment of an alternate director shall automatically terminate on the happening of any event which, if he were a director, would cause him to vacate the office of director or if his appointor shall cease for any reason to be a director otherwise than by retiring and being re-appointed at the same meeting,
 - (B) An alternate director shall be repaid by the company such expenses as might properly be repaid to him if he had been a director. An alternate director shall be entitled to be indemnified by the company to the same extent as if he were a director,
 - (C) A director or any other person may act as alternate director to represent more than one director and an alternate director shall be entitled at meetings of the directors or any committee of the directors to one vote for every director whom he represents in addition to his own vote (if any) as a director and regulation 88 shall be modified accordingly.

BORROWING POWERS

- 24 The directors may exercise all the powers of the company to borrow or raise money and to mortgage or charge its undertaking, property and uncalled capital or any part thereof without limit and to issue debentures and other securities whether outright or as security (principal or collateral) for any debt liability or obligation of the company or of any third party

RIGHTS OF MAJORITY SHAREHOLDER(S)

- 25 (A) The holder or holders of a majority in nominal value of such part of the issued share capital of the company as confers the right for the time being to attend and vote at all general meetings of the company ("**the Majority Shareholder(s)**") shall have power at any time from time to time by notice in writing to the company signed by or on behalf of the Majority Shareholder(s) left at or sent by registered or recorded delivery post to the Registered Office of the company to appoint any person to be a director of the company but so that the total number of directors shall not at any time exceed any maximum number which may be fixed in accordance with these articles
- (B) In addition and without prejudice to the provisions of section 303 of the Act, the Majority Shareholder(s) shall have power at any time from time to time by notice in writing to the company and to the director concerned signed by or on behalf of the Majority Shareholder(s) and left at or sent by registered or recorded delivery post to the Registered Office of the company to remove any director before the expiration of his period of office Such removal shall be without prejudice to any claim such director may have for damages for breach of any contract of service between him and the company
- (C) The Notices to be given under paragraphs (A) or (B) above may be comprised of several documents which together achieve the required majority

RIGHTS OF HOLDING COMPANY

- 26 Whenever DTZ Holdings plc (Registered No 2088415) ("**the holding company**"), or any 90% subsidiary of the holding company, shall be the holder of not less than 90 per cent of the issued share capital of the company as confers the right to attend and vote at all general meetings the following provisions shall apply and to the extent of any inconsistency between this article and the other provisions of these articles, this article 26 shall prevail
- (i) the holding company may at any time and from time to time appoint any person to be a director or remove from office any director howsoever appointed but so that in the case of a director holding an executive office his removal from office shall be deemed an act of the company and shall have effect without prejudice to any claim for damages for breach of any contract of service between him and the company,

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- (ii) no unissued shares or other securities shall be issued or agreed to be issued or put under option without the consent of the holding company,
 - (iii) any or all powers of the directors (or any of them) shall be restricted in such respects and to such extent as the holding company may by notice to the company from time to time prescribe

Any such appointment, removal, consent or notice as aforesaid shall be in writing served on the company at its registered office and signed on behalf of the holding company by any two of its directors or by any one of its directors and its secretary or some other person duly authorised for the purpose save that no person dealing with the company shall be concerned to see or enquire as to whether the powers of the directors or any of them have been in any way restricted hereunder or as to whether any necessary consent of the holding company has been given and no obligation incurred or security given or transaction effected by the company to or with any third party shall be invalid or ineffectual unless the third party had at the time express notice that the incurring of such obligation or the giving of such security or the effecting of such transaction was in excess of the powers of the directors.

NOTICES

- 27 Any notice to be given to or by any person pursuant to these articles shall be in writing except that a notice to a director need not be in writing
- 28 In regulation 112 the words “or by telex or facsimile transmission” shall be inserted before the words “or by sending it by” and the words “**first class**” shall be inserted before the words “post in a prepaid envelope” The provisions of regulation 112 as so varied shall (*mutatis mutandis*) apply also to notices to directors
- 29 Where a notice is sent by first class post, service of the notice, shall be deemed to be effected by properly addressing, pre-paying and posting a letter containing the notice and to have been effected in the case of a notice of a meeting at the expiration of 24 hours after the letter containing the same is posted.