



Companies House

— for the record —

Company Name

INSTANT SOFTWARE LIMITED

## 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.

Company Type

Private Company Limited By Shares

Company Number

2844941

Information extracted from  
Companies House records on  
16th August 2003

### Section 1: Company details



Ref: 2844941/03/10

	Current details	Amended details																
> Registered Office Address <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	124 Windsor Road Bray Maidenhead Berks. SL6 2DW	Address     UK Postcode																
> Register of Members <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Address where the Register is held  At Registered Office	Address     UK Postcode																
> Register of Debenture Holders <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Not Applicable	Address     UK Postcode																
> Principal Business Activities <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<table border="1"><thead><tr><th>SIC Code</th><th>Description</th></tr></thead><tbody><tr><td>9305</td><td>Other service activities n.e.c.</td></tr></tbody></table>	SIC Code	Description	9305	Other service activities n.e.c.	<table border="1"><thead><tr><th>SIC CODE</th><th>Description</th></tr></thead><tbody><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></tbody></table>	SIC CODE	Description										
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9305	Other service activities n.e.c.																	
SIC CODE	Description																	
> <i>Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.</i>																		

## Section 2: Details of Officers of the Company

## Current details

## Amended details

## &gt; Company Secretary

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

## Name

Jill Hilda HOPCROFT

## Address

~~129 Pine Lake View Drive~~  
~~Davenport~~  
~~Florida 33837~~  
~~Usa~~

1093 HIDDEN HARBOR LANE

## 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

1093 HIDDEN HARBOR LANE  
 KISSIMEE, FLORIDA  
 34746 USA

## UK Postcode

Date of change 01 / 01 / 2002

Date Jill Hilda HOPCROFT

ceased to be secretary (if applicable)

Particulars of a new Company Secretary must be notified on form 288.

## &gt; 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.

## Name

David Barry HOPCROFT

## Address

~~129 Pine Lake View Drive~~  
~~Davenport~~  
~~33837 Florida~~  
~~Usa~~

Date of birth 20/07/1953

Nationality British

Occupation Company Director

## 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

1093 HIDDEN HARBOR LANE  
 KISSIMEE, FLORIDA  
 34746 USA

## UK Postcode

Date of birth 01 / 01 / 2002

Nationality

Occupation

Date of change 01 / 01 / 2002

Date David Barry HOPCROFT ceased to be director (if applicable)

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

	Current details	Amended details
<b>&gt; Director</b> 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 288.	<b>Name</b> Jill Hilda HOPCROFT  <b>Address</b> 129 Pine Lake View Drive Davenport Florida 33837 Usa  <b>Date of birth</b> 21/04/1962  <b>Nationality</b> British  <b>Occupation</b> Director	<b>Name</b>  <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.  <b>Address</b> 1093 HIDDEN HARBOUR Lane KISSIMEE FLORIDA 34746 USA  <b>UK Postcode</b> _ _ _ _ _ <b>Date of birth</b> _ _ / _ _ / _ _ _ _ <b>Nationality</b> _____ <b>Occupation</b> _____ <b>Date of change</b> 21 / 04 / 2003 <b>Date</b> Jill Hilda HOPCROFT ceased to be director (if applicable) _ _ / _ _ / _ _ _ _
<b>&gt; Director</b> 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 288.	<b>Name</b> Edward Alexander MACNAGHTEN  <b>Address</b> 10 Markham Close Havershill Suffolk CB9 9JS  <b>Date of birth</b> 24/07/1958  <b>Nationality</b> British  <b>Occupation</b> Analyst Programmer	<b>Name</b>  <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.  <b>Address</b>      <b>UK Postcode</b> _ _ _ _ _ <b>Date of birth</b> _ _ / _ _ / _ _ _ _ <b>Nationality</b> _____ <b>Occupation</b> _____ <b>Date of change</b> _ _ / _ _ / _ _ _ _ <b>Date</b> Edward Alexander MACNAGHTEN ceased to be director (if applicable) _ _ / _ _ / _ _ _ _

	Current details	Amended details
<b>&gt; Director</b> <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>	<b>Name</b> Douglas Stuart MACNAUGHT	<b>Name</b> _____
	<b>Address</b> 119 Pin Oak Place Davenport 33837 Florida Usa	<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. <b>Address</b> 129 PINE LAKE VIEW DRIVE Davenport FLORIDA 33837 USA
	<b>Date of birth</b> 12/08/1964	<b>UK Postcode</b> _____
	<b>Nationality</b> British	<b>Date of birth</b> ____ / ____ / ____
<i>Particulars of a new Director must be notified on form 288.</i>	<b>Occupation</b> Company Director	<b>Nationality</b> _____
		<b>Occupation</b> _____
		<b>Date of change</b> 01 / 01 / 2003
		<b>Date</b> Douglas Stuart MACNAUGHT ceased to be director (if applicable) ____ / ____ / ____
<b>&gt; Director</b> <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>	<b>Name</b> Heather May MACNAUGHT	<b>Name</b> _____
	<b>Address</b> 119 Pin Oak Place Davenport 33837 Florida Usa	<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. <b>Address</b> 129 PINE LAKE VIEW DRIVE Davenport FLORIDA 33837 USA
	<b>Date of birth</b> 08/05/1960	<b>UK Postcode</b> _____
	<b>Nationality</b> British	<b>Date of birth</b> ____ / ____ / ____
<i>Particulars of a new Director must be notified on form 288.</i>	<b>Occupation</b> Manager	<b>Nationality</b> _____
		<b>Occupation</b> _____
		<b>Date of change</b> 01 / 01 / 2003
		<b>Date</b> Heather May MACNAUGHT ceased to be director (if applicable) ____ / ____ / ____

## Section 3: Share Capital

	Current details	Amended details
<b>&gt; Issued Share Capital</b> <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>	<b>Class of share</b> Ordinary <b>Nominal value of each share</b> £1.00 <b>Number of shares issued</b> 520 <b>Aggregate Nominal Value of issued shares</b> £520.00	Class of share _____ Nominal value of each share _____ Number of shares issued _____ Aggregate Nominal Value of issued shares _____
<b>&gt; Total shares issued and value</b> <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<b>Total number of shares issued</b> 520 <b>Total Nominal value of shares issued</b> £520.00	Total number of shares issued _____ Total Nominal value of shares issued _____
<b>&gt; 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 <a href="http://www.companieshouse.gov.uk">www.companieshouse.gov.uk</a> or by ringing 0870 3333636.</b>		

**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		
<b>&gt; Shareholder Name</b> Mr D.B. HOPCROFT  <b>Address</b> 129 Pine Lake View Drive Davenport Florida United States Of America		<b>Name</b>  <b>Address</b> 1093 HIDDEN HARBOUR LANE KISSIMEE FLORIDA 34746 USA <b>UK Postcode</b>		<b>Shares transferred by</b> Mr D.B. HOPCROFT		
<b>Shares held</b> Class Ordinary	Number 170	<b>Shares held</b> Class ORDINARY	Number 255	Class	Number	Date of transfer ____/____/____
<b>&gt; Shareholder Name</b> Mr G. KIRBY  <b>Address</b> 36 Yeats Close Royston Hertfordshire SG8 5TE		<b>Name</b>  <b>Address</b>  <b>UK Postcode</b>		<b>Shares transferred by</b> Mr G. KIRBY		
<b>Shares held</b> Class Ordinary	Number 10	<b>Shares held</b> Class	Number	Class	Number	Date of transfer ____/____/____
<b>&gt; Shareholder Name</b> Mr E.A. MACNAGHTEN  <b>Address</b> 10 Markham Close Havershill Suffolk CB9 9JS		<b>Name</b>  <b>Address</b>  <b>UK Postcode</b>		<b>Shares transferred by</b> Mr E.A. MACNAGHTEN		
<b>Shares held</b> Class Ordinary	Number 170	<b>Shares held</b> Class	Number	Class ORDINARY	Number 170	Date of transfer 31/11/2002

Current details		Amended details		Shares transferred		
>	<b>Shareholder Name</b> Mr D.S. MACNAUGHT	<b>Name</b>  		<b>Shares transferred by</b> Mr D.S. MACNAUGHT		
	<b>Address</b> 119 Pin Oak Place Davenport Florida United States Of America	<b>Address</b> 129 PINE LAKE VIEW DRIVE DANFORTH FLORIDA 33837 USA  <b>UK Postcode</b> _ _ _ _ _				
	<b>Shares held</b> <b>Class</b> Ordinary	<b>Class</b> ORDINARY	<b>Number</b> 258			
	<b>Number</b> 170					
				<b>Class</b>	<b>Number</b>	<b>Date of transfer</b> _/_/____

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 <div></div> <div>Address</div> <div></div> <div></div> <div></div> <div>UK Postcode    _ _ _ _ _</div>			
Name <div></div> <div>Address</div> <div></div> <div></div> <div></div> <div>UK Postcode    _ _ _ _ _</div>			
Name <div></div> <div>Address</div> <div></div> <div></div> <div></div> <div>UK Postcode    _ _ _ _ _</div>			
Name <div></div> <div>Address</div> <div></div> <div></div> <div></div> <div>UK Postcode    _ _ _ _ _</div>			





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 £15.

Signature

*[Handwritten Signature]*  
(Director / Secretary)

Date

05 / 09 / 2003

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 16/8/2003 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 16th August 2004  
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

9 R SKINNER FR

Telephone number inc code

01629 627756

Address

124 WINDSOR ROAD

DX number if applicable

\_\_\_\_\_

RYDGEWOOD

DX exchange

BARNS

Postcode

SL6 2DW