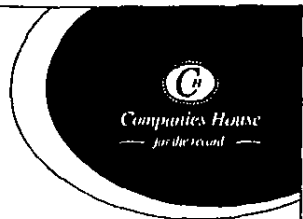


# SH02

## Notice of consolidation, sub-division, redemption of shares or re-conversion of stock into shares



☒ **What this form is for**  
You may use this form to give notice  
of consolidation, sub-division,  
redemption of shares or  
re-conversion of stock into shares

☐ **What this form is NOT for**  
You cannot use this form to give  
notice of a conversion of shares  
stock

FRIDAY



A30 27/08/2010  
COMPANIES HOUSE

270

### 1 Company details

Company number 03411568  
Company name in full PEOPLE FIRST (RECRUITMENT) LIMITED

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

### 2 Date of resolution

Date of resolution 10 08 2010

### 3 Consolidation

Please show the amendments to each class of share

Class of shares (E g Ordinary/Preference etc)	Previous share structure		New share structure	
	Number of issued shares	Nominal value of each share	Number of issued shares	Nominal value of each share

### 4 Sub-division

Please show the amendments to each class of share

Class of shares (E g Ordinary/Preference etc)	Previous share structure		New share structure	
	Number of issued shares	Nominal value of each share	Number of issued shares	Nominal value of each share
ordinary voting	10	£1 00	1000	£0 01

### 5 Redemption

Please show the class number and nominal value of shares that have been redeemed.  
Only redeemable shares can be redeemed

Class of shares (E g Ordinary/Preference etc)	Number of issued shares	Nominal value of each share

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<b>6</b>	<b>Re-conversion</b>		
Please show the class number and nominal value of shares following re-conversion from stock			
New share structure			
Value of stock	Class of shares (E g Ordinary/Preference etc )	Number of issued shares	Nominal value of each share

**Statement of capital**

Section 7 (also Section 8 and Section 9 if appropriate) should reflect the company's issued capital following the changes made in this form

<b>7</b>	<b>Statement of capital (Share capital in pound sterling (£))</b>			
Please complete the table below to show each share classes held in pound sterling				
If all your issued capital is in sterling, only complete Section 7 and then go to Section 10				
Class of shares (E g Ordinary/Preference etc )	Amount paid up on each share ①	Amount (if any) unpaid on each share ①	Number of shares ②	Aggregate nominal value ①
ordinary voting	£0 01		1000	£ 10 00
ordinary non-voting	£0 01		300	£ 3 00
				£
				£
<b>Totals</b>			1300	£ 13 00

<b>8</b>	<b>Statement of capital (Share capital in other currencies)</b>			
Please complete the table below to show any class of shares held in other currencies.				
Please complete a separate table for each currency				
Currency				
Class of shares (E g Ordinary / Preference etc )	Amount paid up on each share ①	Amount (if any) unpaid on each share ①	Number of shares ②	Aggregate nominal value
<b>Totals</b>				

Currency				
Class of shares (E g Ordinary/Preference etc.)	Amount paid up on each share ①	Amount (if any) unpaid on each share ①	Number of shares ②	Aggregate nominal value
<b>Totals</b>				

① Including both the nominal value and any share premium

② Number of shares issued multiplied by nominal value of each share

Continuation pages  
Please use a Statement of Capital continuation page if necessary

③ Total number of issued shares in this class

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## Statement of capital (Totals)

Please give the total number of shares and total aggregate nominal value of issued share capital.

Total number of shares

Total aggregate nominal value ①

① Total aggregate nominal value  
Please list total aggregate values in different currencies separately. For example £100 + €100 + \$10 etc

10

## Statement of capital (Prescribed particulars of rights attached to shares) ②

Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in Section 7 and Section 8

Class of share

ordinary voting

Prescribed particulars

see attached continuation sheet

② 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 and any terms or conditions relating to redemption of these shares

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

Please use a Statement of capital continuation page if necessary

Class of share

ordinary non-voting

Prescribed particulars

see attached continuation sheet

Class of share

Prescribed particulars

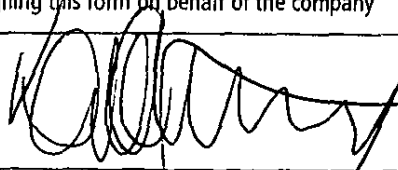
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Class of share		<p><b>Prescribed particulars of rights attached to shares</b>  The particulars are  a particulars of any voting rights, including rights that arise only in certain circumstances,  b particulars of any rights, as respects dividends, 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 and any terms or conditions relating to redemption of these shares</p> <p>A separate table must be used for each class of share</p> <p>Please use a Statement of capital continuation page if necessary</p>
Prescribed particulars		
Class of share		
Prescribed particulars		

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## Signature

Signature	I am signing this form on behalf of the company		<p><b>Societas Europaea</b>  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</p> <p><b>Person authorised</b>  Under either section 270 or 274 of the Companies Act 2006</p>
	<p>Signature</p> <p>X  X</p>	<p>This form may be signed by  Director <sup>2</sup>, Secretary, Person authorised <sup>3</sup>, Administrator, Administrative Receiver, Receiver, Receiver manager, CLC manager</p>	

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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

Company name

Address

Post town

County/Region

Postcode

Country

DX

Telephone



### 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 entered the date of resolution in Section 2
- ☐ Where applicable, you have completed Section 3, 4, 5 or 6
- ☐ You have completed 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,  
First Floor, Waterfront Plaza, 8 Laganbank Road,  
Belfast, Northern Ireland, BT1 3BS  
DX 481 N R Belfast 1



### 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)

## SH02 - continuation page

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### Statement of capital (Prescribed particulars of rights attached to shares)<sup>①</sup>

Class of share	ordinary voting	
Prescribed particulars	<p><b>Voting rights</b> the holders of ordinary voting shares shall have the right to receive notice of and attend and vote at any general meeting of the Company. Each shareholder present in person, by proxy or by representative shall be entitled on a show of hands or on a poll to one vote for each ordinary voting share held by him or her.</p> <p><b>Income rights</b> any profits resolved to be distributed in any financial years or period shall be distributed amongst the holders of the ordinary voting shares and the ordinary non-voting shares pro rata according to the number of shares held.</p> <p><b>Capital rights</b> on a return of assets on liquidation or capital reduction or otherwise (except upon the redemption of shares of any class or the purchase by the company of its own shares), the assets of the company available for distribution amongst shareholders after the payment of its liabilities shall be distributed amongst the holders of the ordinary voting shares and the ordinary non-voting shares pro rata according to the number of shares held.</p> <p><b>Redemption</b> The ordinary voting shares are not redeemable.</p>	<p><b>① Prescribed particulars of rights attached to shares</b> The particulars are</p> <ul style="list-style-type: none"> <li>a. particulars of any voting rights, including rights that arise only in certain circumstances,</li> <li>b. particulars of any rights, as respects dividends, to participate in a distribution,</li> <li>c. particulars of any rights, as respects capital, to participate in a distribution (including on winding up), and</li> <li>d. whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder and any terms or conditions relating to redemption of these shares.</li> </ul> <p>A separate table must be used for each class of share.</p>

## SH02 - continuation page

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re-conversion of stock into shares

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### Statement of capital (Prescribed particulars of rights attached to shares)<sup>1</sup>

Class of share	ordinary non-voting	
Prescribed particulars	<p><b>Voting rights</b> the holders of ordinary non-voting shares shall have no right to receive notice of or to attend and vote at any general meeting of the Company nor any other voting rights in relation to the Company</p> <p><b>Income rights</b> any profits resolved to be distributed in any financial years or period shall be distributed amongst the holders of the ordinary voting shares and the ordinary non-voting shares pro rata according to the number of shares held</p> <p><b>Capital rights</b> on a return of assets on liquidation or capital reduction or otherwise (except upon the redemption of shares of any class or the purchase by the company of its own shares), the assets of the company available for distribution amongst shareholders after the payment of its liabilities shall be distributed amongst the holders of the ordinary voting shares and the ordinary non-voting shares pro rata according to the number of shares held</p> <p><b>Redemption</b> The ordinary non-voting shares are not redeemable</p>	<p><b>1 Prescribed particulars of rights attached to shares</b> The particulars are</p> <ul style="list-style-type: none"> <li>a particulars of any voting rights, including rights that arise only in certain circumstances;</li> <li>b particulars of any rights, as respects dividends, to participate in a distribution,</li> <li>c particulars of any rights, as respects capital, to participate in a distribution (including on winding up), and</li> <li>d whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder and any terms or conditions relating to redemption of these shares</li> </ul> <p>A separate table must be used for each class of share</p>