### **RP04**

### Second filing of a document previously delivered



### Companies House

✓ What this form is for You can only use this form to file a second filing of a document delivered under the Companies Act 2006 on or after 1 October 2009

> A second filing of a document must only be filed where it is providing corrected information that has been properly delivered but inaccuracies still appear on the register

What this form is NOT for You cannot use this form to file a second filing of a document

a second filing of a document delivered under the Companies Act 1985 regardless of when it v

A second filing of a documer cannot be filed where it is conformation that was original properly delivered. Form RPC be used in these circumstanial

For further information, please refer to our guidance at www.companieshouse gov uk



A19 03/07/2014 COMPANIES HOUSE

#22

Company	details
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that held inaccuracies

Company number 0 4 2 8 6 0 5 3

Company name in full

VIVAWAY LIMITED

Filling in this form
Please complete in typescript or in bold black capitals

All fields are mandatory unless specified or indicated by \*

#### Description of the original document

Document type •

Date of registration of

mo m9

<sup>y</sup>2 | <sup>y</sup>0 | <sup>y</sup>1 | <sup>y</sup>3

Description of the original document

Please enter the document type (e.g. a Return of allotment of shares—SH01) and any distinguishing information if more than one document of that type was filed on the same day

## the original document Applicable documents

This form only applies to the following forms

APO1 Appointment of director

AP02 Appointment of corporate director

APO3 Appointment of secretary

AP04 Appointment of corporate secretary

CH01 Change of director's details

CH02 Change of corporate director's details

CH03 Change of secretary's details

CH04 Change of corporate secretary's details

TM01 Termination of appointment of director

TM02 Termination of appointment of secretary

SH01 Return of allotment of shares

AR01 Annual Return

#### Section 243 Exemption®

If you are applying for, or have been granted, exemption under section 243 of the Companies Act 2006 and the document(s) you are updating contain(s) your usual residential address, please post this form along with the updated document(s) to the address below

The Registrar of Companies, PO BOX 4082, Cardiff, CF14 3WE

If you are currently in the process of applying for or have been granted a Section 243 exemption, you may wish to check that you have not entered your usual residential address as the service address in the accompanying form (e.g. AP01 or CH01)

CHFP000 04/11 Version 1 0

### RP04

Second filing of a document previously delivered

Presenter information	Important 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	Please note that all information on this form will appear on the public record
visible to searchers of the public record	<b>☑</b> Where to send
Contact name  Company name	You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below.
Address	For companies registered in England and Wales. The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ DX 33050 Cardiff
Post town  County/Region  Postcode	For companies registered in Scotland <sup>1</sup> 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)
DX Telephone  Checklist	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
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	Section 243 exemption If you are applying for or have been granted a section 243 exemption, please post this whole form to the different postal address below The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE
<ul> <li>information held on the public Register</li> <li>✓ You can only use this form to file a second filing of a document delivered to the Registrar of Companies</li> </ul>	<i>i</i> Further information
under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies If you are updating a document where you have previously paid a fee, do not send a fee along with	For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk
this form You have enclosed the second filed document(s) If the company to which this document relates has signed up to the PROOF (PROtected Online Filing) scheme, you must also deliver with this form, and the second filed document(s), a PRO3 form 'Consent for paper filing'	This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk

In accordance with Section 854 of the Companies Act 2006

## AR01

### **Annual Return**



Companies House

(For returns made up to a date on or after 1 October 2011)

	A fee is pay Please see 'H last page		th this form ay' on the	_	You can use the WebFiling service to filease go to www.companies	file this form online.			
<b>√</b>		this forr pany inf the date an Ann	n to confirm ormation is of this return ual Return at	X	What this form is NOT for You cannot use this form to g notice of changes to the com officers, registered office add company type or information relating to the company recor	*A3BCLJUP* 9 03/07/2014 #25 COMPANIES HOUSE			
Part 1	Compa	ny d	etails						
	The section	n must	be completed	by a	Il companies.	Filling in this form     Please complete in typescript or in bold black capitals     All fields are mandatory unless specified or indicated by *			
A1	Company	detail	s						
Company number	0 4 2	2 8	6 0 5	3		Company name change     If your company has recently			
Company name in full	VIVAWAY	LIMITE	ĒD			changed its name, please provide the company name as at the date of this return			
A2	Return date								
Date of this return <b>9</b>	date The ar	inual ret d like the	urn must be del e company's ma	de u ate f	date The return date must not be a future ed within 28 days of the date given below p date to be earlier than 1 October 2011, or earlier made up dates	O Date of this return Your company's return date is usually the anniversary of incorporation or the anniversary of the last annual return filed at Companies House You may choose an earlier return date but it must not be a later date			
A3	Principal	busine	ess activity			<u> </u>			
	Please show activity or a			n coc	de number(s) for the principal	Principal business activity     You must provide a trade     classification code (SIC code 2007)			
Classification code 1	8 2	9 9	0			or a description of your company's main business in this section			
Classification code 2						A full list of the trade classification			
Classification code 3						codes are available on our website www.companieshouse.gov.uk			
Classification code 4									
	If you cannot business ac			ease	give a brief description of your				
Principal activity description									

,	AR01			·	-					
	Annual Ret									
	(For returns n	nade up	to a	date c	on oi	rafter 1 O	ctober 2011)			
	Company	type 0	•						<del></del>	
	Please confil one box mus Public Privat Privat Privat Privat Privat	rm your st be tro c limited te comp te comp te comp te comp	r com cked) d con pany l pany l pany l pany l	npany imited imited imited imited compa	by solution by sol	shares guarantee shares exem	•	0	O Company type  If you are unsure of your company type, please check your latest certificate of incorporation or our website www.companieshouse.gov.uk	
A5	Registered	d offic	e a	ddres	s 0					
Building name/number	7 WELBEC	CK STI	REE	T					OChange of registered office This must agree with the address	
Street									that is held on the Companies House	
									record at the date of this return  If the registered office address has	
Post town	LONDON								changed, you should complete form AD01 and submit it together with	
County/Region									this annual return	
Postcode	W 1 G	3	9	Y	E					
A6	Single alto company			-			on (SAIL) of th	е		
Building name/number									SAIL address This must agree with the address	
Street									that is held on the Companies House record at the date of this return	
Post town									If the address has changed, you should complete form AD02 and submit it together with this annual	
County/Region									return	
Postcode										
A7	Location o	of con	npar	ıy rec	core	ds O				
	Please tick the appropriate box to indicate which records are kept at the SAIL address in Section A6  Register of members Register of directors Directors' service contracts Directors' indemnities Register of secretaries Records of resolutions etc Contracts relating to purchase of own shares						O Location of company records If the company records are held at the registered office address, do not tick any of the boxes in this section Certain records must be kept by every company while other records are only kept by certain company types where appropriate If the records are not kept at the SAIL address, they must be available at the registered office			
	<ul> <li>□ Documents relating to redemption or purchase of own share out of capital by private company</li> <li>□ Register of debenture holders</li> <li>□ Report to members of outcome of investigation by public company into interests in its shares</li> <li>□ Register of interests in shares disclosed to public company</li> <li>□ Instruments creating charges and register of charges England and Wales or Northern Ireland</li> <li>□ Instruments creating charges and register of charges Scotland</li> </ul>					If any of the company records have moved from the registered office to the address in Section A6 since the last annual return, you must complete form AD03 and submit it together with this annual return				

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#### (For returns made up to a date on or after 1 October 2011) Officers of the company Part 2 Continuation pages This section should include details of the company at the date to which this Please use a continuation page annual return is made up if you need to enter more officer details. → For a secretary who is an individual, go to Section B1 → For a corporate secretary, go to Section C1 → For a director who is an individual, go to Section D1 → For a corporate director, go to Section E1 Secretary Secretary's details • • Secretary appointments Please use this section to list all the secretaries of the company You may not use this form to For a corporate secretary, complete Section C1-C4. appoint a secretary To do this. please complete form AP03 and Title\* submit it together with this annual return Full forename(s) Corporate details Surname Please use Section C1-C4 to enter corporate secretary details Former name(s) @ Secretary details All details must agree with those previously notified to Companies House If you have made changes since the last annual return and have not notified us, please complete form CH03 **②** Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes Secretary's service address 9 Service address Building name/number If you have previously notified Companies House that the service Street address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address Post town This information will appear on the County/Region public record Postcode Country

AR01

Annual Return

Annual Return (For returns made up to a date on or **after 1 October 2011**)

### **Corporate secretary**

C1	Corporate secretary's details <sup>0</sup>	<del></del>			
<del></del>	Please use this section to list all the corporate secretaries of the company	O Corporate secretary appointments You cannot use this form to appoint			
Corporate body/firm name	BROUGHTON SECRETARIES LIMITED	a corporate secretary To do this, please complete form APO4 and submit it together with this annual return			
Building name/number	7	Corporate secretary details			
Street	WELBECK STREET	All details must agree with those previously notified to Companies House If you have made changes since the last annual return and hav			
Post town	LONDON	not notified us, please complete form CH04			
County/Region		This information will appear on the			
Postcode	W 1 G 9 Y E	public record			
Country					
C2	Location of the registry of the corporate body or firm				
	Is the corporate secretary registered within the European Economic Area (EEA)?  → Yes Complete Section C3 only  → No Complete Section C4 only	;			
C3	EEA companies ❷				
_	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	● EEA  A full list of countries of the EEA can be found in our guidance			
Where the company/ firm is registered	UNITED KINGDOM	This is the register mentioned in Article 3 of the First Company Law			
Registration number	04569914	Directive (68/151/EEC)			
C4	Non-EEA companies				
_	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in			
Legal form of the corporate body or firm		that register			
Governing law					
If applicable, where the company/firm is registered <b>9</b>					
If applicable, the registration number					

In accordance with Section 854 of the Companies Act 2006

# AR01 - continuation page Annual Return

(For returns made up to a date on or after 1 October 2011)

### **Corporate secretary**

C1	Corporate secretary's details O				
	Please use this section to list all the corporate secretaries of the company	O Corporate secretary appointments You cannot use this form to appoint			
Corporate body/firm name	FINSBURY SECRETARIES LIMITED	a corporate secretary To do this, please complete form AP04 and submit it together with this annual return			
Building name/number	SUITES 7B & 8B	Corporate secretary details			
Street		All details must agree with those previously notified to Companies House If you have made changes since the last annual return and have			
Post town	50 TOWN RANGE	not notified us, please complete form CH04			
County/Region		This information will appear on the public record			
Postcode		public record			
Country	GIBRALTAR				
C2	Location of the registry of the corporate body or firm				
_	Is the corporate secretary registered within the European Economic Area (EEA)?  → Yes Complete Section C3 only  → No Complete Section C4 only				
C3	EEA companies ❷				
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	● EEA  A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk			
Where the company/ firm is registered		This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)			
Registration number					
C4	Non-EEA companies				
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	O Non-EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in			
Legal form of the corporate body or firm	GIBRALTAR FINANCIAL SERVICES COMMISSION	that register			
Governing law	THE COMPANIES ACT GIBRALTAR 1929				
If applicable, where the company/firm is registered •	GIBRALTAR				
If applicable, registration number	07465				

•	ARO1 Annual Return (For returns made up to a date on or after 1 October 2011)	
Director		
D1	Director's details •	•
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	O Director appointments  You cannot use this form to appoint a director To do this, please
Title*	MR	complete form APO1 and submit it together with this annual return
Full forename(s)	MAURICE ALBERT	Corporate details
Surname	PERERA	Please use Section E1-E4 to enter corporate director details
Former name(s) <b>②</b>		Director details  All details must agree with those previously notified to Companies
Country/State of residence	GIBRALTAR	House If you have made changes since the last annual return and have not notified us, please
Nationality	BRITISH	complete form CH01
Date of birth	$\begin{bmatrix} d_2 & d_8 & & \end{bmatrix} \begin{bmatrix} m_1 & m_0 & & \end{bmatrix} \begin{bmatrix} \gamma_1 & \gamma_9 & \gamma_6 & & \gamma_1 \end{bmatrix}$	Please provide any previous names
Business occupation (if any)	COMPANY EXECUTIVE	which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.
D2	Director's service address®	
Building name/number	140	Service address  If you have previously notified
Street	PENINSULAR HEIGHTS	Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the
Post town		address
County/Region		This information will appear on the public record
Postcode		
Country	GIBRALTAR	

Annual Return (For returns made up to a date on or **after 1 October 2011**)

### Director

D1	Director's details •	
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	O Director appointments  You cannot use this form to appoint a director To do this, please
Title*		complete form APO1 and submit it together with this annual return
Full forename(s)		Corporate details Please use Section E1-E4 to enter
Surname		corporate director details.
Former name(s) ②		Director details  All details must agree with those previously notified to Companies
Country/State of residence		House If you have made changes since the last annual return and have not notified us, please
Nationality		complete form CH01
Date of birth	d d m m y y y	Please provide any previous names
Business occupation (if any)		which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.
D2	Director's service address®	
Building name/number		Service address     If you have previously notified
Street		Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the
Post town		address
County/Region		This information will appear on the public record
Postcode		
Country		

Annual Return

(For returns made up to a date on or after 1 October 2011)

### **Corporate director**

E1	Corporate director's details •	
	Please use this section to list all the corporate director's of the company	O Corporate director appointments You cannot use this form to appoint a corporate director To do this,
Corporate body/firm name	FINSBURY CORPORATE SERVICES LIMITED	please complete form APO2 and submit it together with this annual return
Building name/number	SUITES 7B & 8B	Corporate director details All details must agree with those previously notified to Companies
Street		House If you have made changes since the last annual return and have not notified us, please complete
Post town	50 TOWN RANGE	form CH02
County/Region		This information will appear on the public record
Postcode		
Country	GIBRALTAR	
E2	Location of the registry of the corporate body or firm	
	Is the corporate director registered within the European Economic Area (EEA)?  → Yes Complete Section E3 only  → No Complete Section E4 only	
E3	EEA companies ®	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	● EEA  A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk
Where the company/ firm is registered�		This is the register mentioned in Article 3 of the First Company Law
Registration number		Directive (68/151/EEC)
E4	Non-EEA companies	
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in
Legal form of the corporate body or firm	GIBRALTAR FINANCIAL SERVICES COMMISSION	that register
Governing law	THE COMPANIES ACT GIBRALTAR 1929	
If applicable, where the company/firm is registered •	GIBRATAR	
If applicable, the registration number	22933	

(For returns made up to a date on or after 1 October 2011) Statement of capital o Part 3 • This should reflect the company's Does your company have share capital? capital status at the made up date of → Yes Complete the sections below and the following Part 4 this annual return → No Go to Part 5 (Signature) Share capital in pound sterling (£) F1 Please complete the table below to show each class of shares held in pound sterling If all your issued capital is in sterling, only complete Section F1 and then go to Section F4 Aggregate nominal value 🐠 Amount (if any) unpaid Number of shares 9 Class of shares Amount paid up on (E.g. Ordinary/Preference etc.) each share **②** on each share 🛭 £ 1000 1 00 **ORDINARY** 0 1000 £ 800 4 039 59 0 800 **ORDINARY** £ £ **Totals** £ 1800 1800 F2 Share capital in other currencies Please complete the table below to show any class of shares held in other currencies Please complete a separate table for each currency Currency Aggregate nominal value 4 Amount paid up on Number of shares 9 Class of shares Amount (if any)\_unpaid each share 2 on each share 🤨 (E g Ordinary/Preference etc ) Totals Currency Aggregate nominal value 🐠 Number of shares 6 Amount (if any) unpaid Class of shares Amount paid up on (E g Ordinary/Preference etc ) each share 0 on each share 🛛 **Totals Totals** Please give the total number of shares and total aggregate nominal value of Total aggregate nominal value issued share capital Please list total aggregate values in different currencies separately For Total number of shares example £100 + €100 + \$10 etc 1800 Total aggregate 七1,800 nominal value 9 Including both the nominal value and any Number of shares issued multiplied by **Continuation Pages** Please use a Statement of Capital continuation share premium nominal value of each share page if necessary Total number of issued shares in this class

**AR01** 

Annual Return

	• ARO1 Annual Return (For returns made up to a date on or after 1 October 2011)									
F4	Statement of capital (Voting rights)									
	Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in <b>Sections F1</b> and <b>F2</b>									
Class of share	ORDINARY									
Voting rights	EACH SHARE IS ENTITLED TO ONE VOTE IN ANY CIRCUMSTANCES EACH SHARE HAS EQUAL RIGHTS TO DIVIDENDS EACH SHARE IS ENTITLED TO PARTICIPATE IN A DISTRIBUTION ARISING FROM A WINDING UP OF THE COMPANY									
Class of share	ORDINARY									
Voting rights	EACH SHARE IS ENTITLED TO ONE VOTE IN ANY CIRCUMSTANCES EACH SHARE HAS EQUAL RIGHTS TO DIVIDENDS EACH SHARE IS ENTITLED TO PARTICIPATE IN A DISTRIBUTION ARISING FROM A WINDING UP OF THE COMPANY									
Class of share										
Voting rights										
Class of share										
Voting rights										

Part 4	Shareholders									
	Does your company have share capital?  → Yes go to Section G1 'Companies with share capital'  → No Go to Part 5 (Signature)									
G1	Companies with share capital									
Question 1	Were any of the company's shares admitted to trading on a market at any time during this return period? Please tick the appropriate box below No go to Section G2 'Past and present shareholders'  Yes go to Question 2	A market is one established under the rules of a UK recognised investment exchange or any other regulated markets in or outside of the UK, or any other market outside								
Question 2	Please only refer to Question 2 below if you have answered 'Yes' to Question 1. If you answered 'No', please go to Section G2 'Past and present shareholders'	of the UK The current UK recognized investment exchanges and regulated markets can be found at www.fsa.gov.uk/register/exchanges.do								
	Did the company, throughout the return period, have any shares admitted to trading on a relevant market and was it, throughout the return period, an issuer to which DTR5 applies? Please tick the appropriate box below •	● DTR5 refers to the Vote Holder and Issuer Notification Rules contained in Chapter 5 of the Disclosure and Transparency Rules source book issued by the Financial Services								
	No go to Section G4 'Shareholders who hold at least 5% of any class of shares of the company as at the made up date of the return'  Yes go to Part 5 'Signature'	Authority Notification is required when the percentage acquisition of a shareholder in the company has reached a certain threshold (starting at 3%)								
G2	List of past and present shareholders ®									
	The company is required to provide a full list of past and present shareholders if one was not included with either of the last two returns. Please tick the appropriate box below  There were no shareholder changes in this period. Go to Part 5 (Signature)  A full list of shareholders is enclosed.  A list of shareholder changes is enclosed.	This section only applies to companies answering 'No' in Section G1								
	How is the list of shareholders enclosed. Please tick the appropriate box below  The list of shareholders is enclosed on paper. Go to Section G3. 'List of past and present shareholders'.									
	The list of shareholders is enclosed in another format. Go to Part 5 (Signature)									

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AR01

**Annual Return** 

(For returns made up to a date on or after 1 October 2011)

### G3

### List of past and present shareholders <sup>0</sup>

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

• Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders

Please use a 'List of past and present shareholders' continuation page if necessary

This section only applies to companies answering 'No' to Question 1 in Section G1

1		Shares or stock currently held	Shares or stock transferred (if appropriate)		
Shareholder's Name (Address not required)	Class of share	Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer	
FINSBURY NOMINEES LIMITED	ORDINARY	500	500	1 1	
FINSBURY NOMINEES LIMITED	ORDINARY	400	400	1 1	
FINSBURY HOLDINGS LIMITED	ORDINARY	500	500	1 1	
FINSBURY HOLDINGS LIMITED	ORDINARY	400	400	1 1	
				1 1	
				1 1	
				, ,	
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				1 1	
				1 1	
				1 1	
			<u> </u>	<u> </u>	

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**Annual Return** 

(For returns made up to a date on or after 1 October 2011)

G4

### Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return

This section should show only the shareholders that hold at least 5% of any class of share(s) of the company at the date of this return

It should only be completed by companies that have answered 'Yes' to Question 1 in Section G1, and 'No' to Question 2 in Section G1

If there were no shareholders holding at least 5% of any class of share(s) at the date of this return, this section may be left blank

→ Go to Part 5 (Signature)

This section only applies to companies answering 'No' to Question 2 in Section G1

Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

**Further shareholders** 

Please use a 'Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return' continuation page if necessary

Shares or stock currently held Number of shares or Shareholder's address Class of share Shareholder's name amount of stock

Annual Return

(For returns made up to a date on or after 1 October 2011)

#### Part 5 Signature This must be completed by all companies O Societas Europaea If the form is being filed on behalf of a Societas Europaea (SE) please I am signing this form on behalf of the company delete 'director' and insert details of which organ of the SE the person Signature signing has membership X **O** Person authorised Under either section 270 or 274 of the Companies Act 2006 This form may be signed by Director Secretary, Person authorised O, Charity commission receiver and manager, CIC manager, Judicial factor

#### **Annual Return**

(For returns made up to a date on or after 1 October 2011)

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:

- ☐ That if the made up date of the return is any earlier than 1 October 2011, you must complete the appropriate form AR01
- ☐ The company name and number match the information held on the public Register
- ☐ You have completed your principal business activity You have not used this form to make changes to the
- registered office address ☐ You have not used this form to make changes to secretary and director details
- ☐ You have fully completed the Statement of capital (if applicable)
- ☐ You have signed the form
- ☐ You have enclosed the correct fee

### Important information

Please note that all information on this form will appear on the public record

### How to pay

A fee of £40 is payable to Companies House in respect of an Annual Return

Make cheques or postal orders payable to 'Companies House'

### 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 companieshouse gov uk or email 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