

CHANGE OF PARTICULARS for director or secretary

(NOT for appointment (use Form 288a) or resignation (use Form 288b))

Please complete in typescript,
or in bold black capitals.

CHFP010

Company Number

5077999

Company Name in full

BOR TRADING LIMITED

Changes of particulars form

Complete in all cases

Date of change of particulars

Day	Month	Year
02	11	2008

Name * Style / Title

* Honours etc

Forename(s)

ELLIS

Surname

BOR

† Date of Birth

Day	Month	Year
21	12	1929

Change of name
(enter new name)

Forename(s)

Surname

Change of usual residential address
(enter new address)

APARTMENT 6, COLLEGE HOUSE, 77 SOUTH DOWNS ROAD

Post town

BOWDON

County / Region

CHESHIRE

Postcode

WA14 3DZ

Country

Other Change

(please specify)

A serving director, secretary etc must sign the form below.

Signed

Ell Bor

Date

4/11/08

* Voluntary details

† Directors only

** Delete as appropriate

(**director/ secretary/ administrator/ administrative receiver/ receiver manager/ receiver)

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query

Tel

DX number

DX exchange

SATURDAY



A29

AK1NV4N5

08/11/2008

106

COMPANIES HOUSE

When you have completed and signed the form please send it to the Registrar of Companies at

Companies House, Crown Way, Cardiff, CF14 3UZ

DX 33050 Cardiff

for companies registered in England and Wales

or

Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB

for companies registered in Scotland

DX 235 Edinburgh

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for transparency and accountability, particularly in financial matters. The text outlines various methods for organizing and storing records, including digital databases and physical filing systems. It also mentions the need for regular audits and reviews to ensure the integrity and accuracy of the data.

2. The second part of the document focuses on the role of communication in achieving organizational goals. It highlights the importance of clear and concise communication, both internally and externally. The text provides guidelines for effective communication, such as using appropriate language, listening actively, and providing feedback. It also discusses the benefits of open communication, including improved collaboration and decision-making.

3. The third part of the document addresses the issue of time management. It recognizes that time is a valuable resource and that efficient use of time is crucial for productivity. The text offers several strategies for managing time effectively, such as prioritizing tasks, setting deadlines, and delegating responsibilities. It also emphasizes the importance of taking breaks and maintaining a healthy work-life balance.

4. The fourth part of the document discusses the importance of continuous learning and development. It recognizes that the business environment is constantly changing, and individuals must stay updated with the latest trends and technologies. The text outlines various ways to acquire new skills and knowledge, such as attending workshops, conferences, and taking courses. It also emphasizes the importance of applying what is learned in the workplace and seeking feedback from colleagues and supervisors.

5. The fifth part of the document addresses the issue of team building and collaboration. It recognizes that a strong team is essential for achieving organizational success. The text provides guidelines for building a cohesive team, such as establishing clear roles and responsibilities, fostering trust, and encouraging open communication. It also discusses the benefits of teamwork, including increased productivity and creativity.

6. The sixth part of the document discusses the importance of maintaining a positive attitude and resilience. It recognizes that challenges and setbacks are inevitable in any journey, and individuals must maintain a positive outlook and the ability to bounce back from adversity. The text offers several strategies for maintaining a positive attitude, such as practicing gratitude, focusing on the positives, and seeking support from others.