

PRIVATE COMPANY LIMITED BY SHARES

WRITTEN RESOLUTION

of

**INTER PIPELINE EUROPE LIMITED** ("Company")

Resolution circulated on 14 September 2011 passed on 14 September 2011

Pursuant to Chapter 2 of Part 13 of the Companies Act 2006, the following Resolution ("Resolution") was passed on 14 September 2011 as Special Resolutions having been signed by or on behalf of at least three-quarters of the total voting rights of eligible members

**SPECIAL RESOLUTIONS**

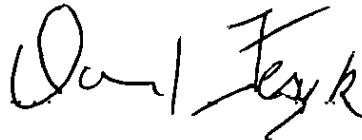
- 1 THAT the draft regulations attached hereto be adopted as the articles of association of the Company in substitution for, and to the exclusion of, the existing articles of association
- 2 THAT conditionally upon closing of the acquisition of the entire issued share capital of SGOT ApS, AOT ApS and EOT ApS by Inter Pipeline Denmark A/S by 1 July 2012 Aage Faurholt be appointed as a director of the Company with effect from such closing

**AGREEMENT**

Please read the notes at the end of this document before signifying your agreement to the Resolution

The undersigned, a person entitled to vote on the Resolution on 14 September 2011, hereby irrevocably agrees to the Resolution

Signed by



On behalf of (see Note 5)

1182760 Alberta Limited

Date 14 September 2011

**NOTES**

1 If you agree with the Resolution, please indicate your agreement by writing your name after "Signed by", then signing and dating this document where indicated above (if you are signing on behalf of anyone indicating on whose behalf) and returning it to the Company using one of the following methods

- **By Hand** delivering the signed copy to Mr Nick Coldrey, Company Secretary, Inter Pipeline Europe Limited, Priory House, 60 Station Road, Redhill, Surrey, RH1 1PE
- **Post** returning the signed copy by post to Mr Nick Coldrey, Company Secretary, Inter Pipeline Europe Limited, Priory House, 60 Station Road, Redhill, Surrey, RH1 1PE

If you do not agree to the Resolution, you do not need to do anything, you will not be deemed to agree if you fail to reply

2 Once you have indicated your agreement to the Resolution, you may not revoke your agreement



3 Unless by the date 28 days following 14 September 2011, sufficient agreement has been received for the Resolution to pass, it will lapse. If you agree to the Resolution, please ensure that your agreement reaches us before or during this date.

4 In the case of joint holders of shares, only the vote of the senior holder who votes will be counted by the Company. Seniority is determined by the order in which the names of the joint holders appear in the register of members.

5 If you are signing this document on behalf of a person under a power of attorney or other authority, please send a copy of the relevant power of attorney or authority when returning this document.

**THE COMPANIES ACT 2006**  
**COMPANY LIMITED BY SHARES**  
**ARTICLES OF ASSOCIATION**  
**Of**  
**Inter Pipeline Europe Limited**  
**Incorporated 14<sup>th</sup> September 2005**  
**Company No 5563759**

**(adopted by written special resolution dated 14 September 2011)**

1 In these articles

**"Act"** means the Companies Act 2006, including any statutory modification or re-enactment thereof for the time being in force,

**"articles"** means the articles of association of the company,

**"clear days"** in relation to the period of a notice means that period excluding the day when the notice is given or deemed to be given and the day for which it is given or on which it is to take effect,

**"communication"** means the same as in the Electronic Communications Act 2000,

**"conflict of interest"** means the same as in the Act,

**"electronic communication"** means the same as in the Electronic Communications Act 2000,

**"executed"** includes any mode of execution,

**"office"** means the registered office of the company,

**"holder"** in relation to shares means the member whose name is entered in the register of members as the holder of the shares,

**"HMRC"** means Her Majesty's Revenue and Customs and, where relevant, any predecessor body which carried out part of its functions,

**"seal"** means the common seal of the company,

**"secretary"** means the secretary of the company or any other person appointed to perform the duties of the secretary of the company, including a joint, assistant or deputy secretary,

**"United Kingdom"** means Great Britain and Northern Ireland,

Unless the context otherwise requires, words or expressions contained in these articles bear the same meaning as in the Act but excluding any statutory modification thereof not in force when these articles become binding on the company

## **OBJECTS**

- 2 The object of the company is to do all or any of the following things
- (a) To carry on, either directly or indirectly, through another person, firm or company, all or any activities related to the transportation, storage, marketing and processing of hydro-carbons
  - (b) The company may also engage in such other necessary or related activities to carry on its business as aforesaid. The company may also acquire and hold ownership interests (i) in another person where that other person engages in a business other than as previously described (a "Non-Qualifying Business"), provided that the majority of the assets of such person are utilised in the conduct of a business which is not a Non-Qualifying Business, and (ii) in assets used in a business other than as previously described ("Non-Qualifying Assets"), provided that such Non-Qualifying Assets are acquired in a transaction or series of related transactions involving the acquisition of assets, the majority of which are used in the conduct of a business which is not a Non-Qualifying Business. If the company acquires a Non-Qualifying Business or Non-Qualifying Assets, the company will use reasonable efforts to dispose of such Non-Qualifying Business or Non-Qualifying Assets, as the case may be, within a reasonable period of time having regard to such considerations as the board of directors may, in its discretion, consider relevant including, without limitation, current or anticipated market conditions for such business or assets. The company shall not carry on any other business, save for as set out below
  - (c) To do all such other things as may be deemed incidental or conducive to the attainment of the company's objects as set out above or any of them, including, without limitation
    - (i) To apply for, register, purchase, or by other means acquire and protect, prolong and renew, whether in the United Kingdom or elsewhere, any trade marks, patents, copyrights, trade secret, or other intellectual property rights, licences, secret processes, designs, protections and concessions and to disclaim, alter, modify, use and turn to account and to manufacture under or grant licences or privileges in respect of the same, and to expend money in experimenting upon, testing and improving any patents, inventions or rights which the company may acquire or propose to acquire
    - (ii) To improve, manage, construct, repair, develop, exchange, let on lease or otherwise mortgage, charge, sell, dispose of, turn to account, grant licences, options, rights and privileges in respect of or otherwise deal with all or any part of the property and rights of the company

- (iii) To invest and deal with the moneys of the company not immediately required in such manner as may from time to time be determined and to hold or otherwise deal with any investments made
- (iv) To lend and advance money or give credit on any terms and with or without security to any person, firm or company (including without prejudice to the generality of the foregoing any holding company, subsidiary or fellow subsidiary of, or any other company associated in any way with, the company), to enter into guarantees, contracts of indemnity and suretyships of all kinds, to receive money on deposit or loan upon any terms, and to secure or guarantee in any manner and upon any terms the payment of any sum of money or the performance of any obligation by any person, firm or company (including without prejudice to the generality of the foregoing any such bidding company, subsidiary, fellow subsidiary or associated company as aforesaid)
- (v) To borrow and raise money in any manner and to secure the repayment of any money borrowed, raised or owing by mortgage, charge, standard security, lien or other security upon the whole or any part of the company's property or assets (whether present or future), including its uncalled capital, and also by a similar mortgage, charge, standard security, lien or security to secure and guarantee the performance by the company of any obligation or liability it may undertake or which may become binding on it
- (vi) To draw, make, accept, endorse, discount, negotiate, execute and issue cheques, bills of exchange, promissory notes, bills of lading, warrants, debentures, bonds, and other negotiable or transferable instruments and securities
- (vii) To apply for, promote, and obtain any Act of Parliament, order, or licence of the Department for Business, Innovations and Skills or other authority for enabling the company to carry any of its objects into effect, or for effecting any modification of the company's constitution, or for any other purpose which may seem calculated directly or indirectly to promote the company's interests, and to oppose any proceedings or applications which may seem calculated directly or indirectly to prejudice the company's interests
- (viii) To enter into any arrangements with any government or authority (supreme, municipal, local, or otherwise) that may seem conducive to the attainment of the company's objects or any of them, and to obtain from any such government or authority any charters, decrees, rights, privileges or concessions which the company may think desirable and to carry out, exercise, and comply with any such charters, decrees, rights, privileges, and concessions
- (ix) To subscribe for, take, purchase, or otherwise acquire, hold, sell deal with and dispose of, place and underwrite shares, stocks, debentures, debenture stocks, bonds, obligations or securities issued or guaranteed by any other company constituted or carrying on business in any part of the world and debentures, debenture stocks, bonds, obligations or

securities issued or guaranteed by any government or authority, municipal, local or otherwise, in any part of the world

- (x) To control, manage, finance, subsidise, co-ordinate or otherwise assist any company or companies in which the company has a direct or indirect financial interest, to provide secretarial, administrative, technical, commercial and other services and facilities of all kinds for any such company or companies and to make payments by way of subvention or otherwise and any other arrangements which may seem desirable with respect to any business or operations of or generally with respect to any such company or companies
- (xi) To promote any other company for the purpose of acquiring the whole or any part of the business or property or undertaking or any of the liabilities of the company, or of undertaking any business or operations which may appear likely to assist or benefit the company or to enhance the value of any property or business of the company, and to place or guarantee the placing of, underwrite, subscribe for, or otherwise acquire all or any part of the shares or securities of any such company as aforesaid
- (xii) To sell or otherwise dispose of the whole or any part of the business or property of the company, either together or in portions, for such consideration, as the company may think fit, and in particular for shares, debentures, or securities of any company purchasing the same
- (xiii) To act as agents or brokers and as trustees for any person, firm or company, and to undertake and perform sub-contracts
- (xiv) To remunerate any person, firm or company rendering services to the company either by cash payment or by the allotment of shares or other securities of the company credited as paid up in full or in part or otherwise as may be thought expedient
- (xv) To distribute among the members of the company in kind any property of the company of whatever nature
- (xvi) To pay all or any expenses incurred in connection with the promotion, formation and incorporation of the company, or to contract with any person, firm or company to pay the same, and to pay commissions to brokers and others for underwriting, placing, selling, or guaranteeing the subscription of any shares or other securities of the company
- (xvii) To support and subscribe to any charitable or public object and to support and subscribe to any institution, society, or club which may be for the benefit of the company or its directors or employees, or may be connected with any town or place where the company carries on business, to give or award pensions, annuities, gratuities, and superannuation or other allowances or benefits or charitable aid and generally to provide advantages, facilities and services for any persons who are or have been directors of, or who are or have been employed by, or who are serving or have served the company, or any company which is a subsidiary of the company or the holding company of the

company or a fellow subsidiary of the company or the predecessors in business of the company or of any such subsidiary, holding or fellow subsidiary company and to the wives, widows, children and other relatives and dependants of such persons, to make payments towards insurance including insurance for any director, officer or auditor against any liability in respect of any negligence, default, breach of duty or breach of trust (so far as permitted by law), and to set up, establish, support and maintain superannuation and other funds or schemes (whether contributory or non-contributory) for the benefit of any of such persons and of their wives, widows, children and other relatives and dependants, and to set up, establish, support and maintain profit sharing or share purchase schemes for the benefit of any of the employees of the company or of any such subsidiary, holding or fellow subsidiary company and to lend money to any such employees or to trustees on their behalf to enable, any such schemes to be established or maintained

- (xviii) Subject to and in accordance with the provisions of the Act (if and so far as such provisions shall be applicable) to give, directly or indirectly, financial assistance for the acquisition of shares or other securities of the company or of any other company or for the reduction or discharge of any liability incurred in respect of such acquisition
- (xix) To do all or any of the things or matters aforesaid in any part of the world and either as principals, agents, contractors or otherwise, and by or through agents, brokers, sub-contractors or otherwise and either alone or in conjunction with others
- (xx) AND so that
  - (A) None of the provisions set forth in any paragraph of this article 2(c) shall be restrictively construed but the widest interpretation shall be given to each such provision, and none of such provisions shall, except where the context expressly so requires, be in any way limited by or restricted by reference to or inference from any other provision set forth in this article 2(c), or by reference to or inference from the name of the company
  - (B) The word "company" in this article 2(c), except where used in reference to the company, shall be deemed to include any partnership or other body of persons, whether incorporated or unincorporated and whether domiciled in the United Kingdom or elsewhere

#### **REGISTERED OFFICE**

- 3 The office is to be situated in England and Wales

#### **SHARE CAPITAL**

- 4 Subject to the provisions of the Act, the provisions of the articles (and in particular article 86) and without prejudice to any rights attached to any existing shares, any

share may be issued with such rights or restrictions as the company may by special resolution determine

- 5 The company may exercise the powers of paying commissions conferred by the Act Subject to the provisions of the Act, any such commission may be satisfied by the payment of cash or by the allotment of fully or partly paid shares or partly in one way and partly in the other
- 6 Except as required by law, no person shall be recognised by the company as holding any share upon any trust and (except as otherwise provided by the articles or by law) the company shall not be bound by or recognise any interest in any share except an absolute right to the entirety thereof in the holder
- 7 Subject to articles 8, 9 and 86 and to section 551 of the Act, any equity securities shall be at the disposal of the directors who may allot, grant options over or otherwise dispose of them to any persons at those times and generally on the terms and conditions they think proper
- 8 Save to the extent authorised by the articles, or authorised from time to time by an ordinary resolution of the members, the directors shall not exercise any power to allot shares or to grant rights to subscribe for, or to convert any security into, any shares in the company
- 9 All shares which are not comprised in the authorised share capital with which the company is incorporated and which the directors propose to issue shall first be offered to the members in proportion as nearly as may be to the number of the existing shares held by them respectively unless the company in general meeting shall by special resolution otherwise direct The offer shall be made by notice specifying the number of shares offered, and specifying a limited period (not being less than 14 days) within which the offer, if not accepted, will be deemed to be declined After the expiration of that period, those shares so deemed to be declined shall be offered in the proportion aforesaid to the persons who have, within the said period, accepted all the shares offered to them Such further offer shall be made in like terms in the same manner and limited by a like period as the original offer Any shares not accepted pursuant to such offer or further offer as aforesaid or not capable of being offered as aforesaid except by way of fractions and any shares released from the provisions of this article by any such special resolution as aforesaid shall be under the control of the directors, who may allot, grant options over or otherwise dispose of the same to such persons, on such terms, and in such manner as they think fit, provided that, in the case of shares not accepted as aforesaid, such shares shall not be disposed of on terms which are more favourable to the subscribers therefor than the terms on which they were offered to the members The foregoing provisions of this article 9 shall have effect subject to section 551 of the Act
- 10 In accordance with section 567(1) of the Act, sections 561 and 562 of the Act shall not apply to an allotment of equity securities (as defined in section 560(1) of the Act) made by the company
- 11 Subject to articles 9 and 86 and to section 551 of the Act, the directors are generally and unconditionally authorised, for the purposes of section 551 of the Act and generally, to exercise any power of the Company to offer or allot, grant rights to subscribe for or to convert any security into, or otherwise deal in, or dispose of, any ordinary shares of £1 each in the company to any person, at any time and subject to



any terms and conditions as the directors think proper. The authority referred to in this article 11 shall be limited to a maximum nominal amount of £110,000,000, shall only apply insofar as the company has not renewed, waived or revoked it by ordinary resolution, and may only be exercised within the period of five years commencing on the date on which these articles were adopted, save that the directors may make an offer or agreement which would, or might, require such shares to be allotted after the expiry of such authority (and the directors may allot such shares in pursuance of an offer or agreement as if such authority had not expired)

### **SHARE CERTIFICATES**

- 12 Every member, upon becoming the holder of any shares, shall be entitled, without payment, to one certificate for all the shares of each class held by him (and, upon transferring a part of his holding of shares of any class, to a certificate for the balance of such holding) or several certificates each for one or more of his shares upon payment for every certificate after the first of such reasonable sum as the directors may determine. Every certificate shall specify the number, class and distinguishing numbers (if any) of the shares to which it relates and the amount or respective amounts paid up thereon. The company shall not be bound to issue more than one certificate for shares held jointly by several persons and delivery of a certificate to one joint holder shall be a sufficient delivery to all of them.
- 13 If a share certificate is defaced, worn-out, lost or destroyed, it may be renewed on such terms (if any) as to evidence and indemnity and payment of the expenses reasonably incurred by the company, and (in the case of defacement or wearing-out) on delivery up of the old certificate.

### **LIEN**

- 14 The company shall have a first and paramount lien on every share (whether fully paid or not) for all moneys (whether presently payable or not) payable at a fixed time or called in respect of that share. The directors may at any time declare any share to be wholly or in part exempt from the provisions of this article. The company's lien on a share shall extend to any amount payable in respect of it.
- 15 Subject to the articles, the company may sell in such manner as the directors determine, any shares on which the company has a lien if a sum in respect of which the lien exists is presently payable and is not paid within 14 clear days after notice has been given to the holder of the share or to the person entitled to it in consequence of the death or bankruptcy of the holder, demanding payment and stating that if the notice is not complied with the shares may be sold.
- 16 To give effect to a sale pursuant to article 15, the directors may authorise some person to execute an instrument of transfer of the shares sold to, or in accordance with the directions of, the buyer. The title of the transferee to the shares shall not be affected by any irregularity in or invalidity of the proceedings in reference to such sale.
- 17 The net proceeds of such sale, after payment of the costs, shall be applied in payment of so much of the sum for which the lien exists as is presently payable, and any residue shall (upon surrender to the company for cancellation of the certificate for the shares sold and subject to a like lien for any moneys not presently payable as existed upon the shares before the sale) be paid to the person entitled to the shares at the date of the sale.

## **CALLS ON SHARES AND FORFEITURE**

- 18 Subject to the terms of allotment, the directors may make calls upon the members in respect of any moneys unpaid on their shares (whether in respect of nominal value or premium) and each member shall (subject to receiving at least 14 clear days' notice specifying when and where payment is to be made) pay to the company as required by the notice the amount called on his shares. A call may be required to be paid by instalments. A call may, before receipt by the company of any sum due thereunder, be revoked in whole or part and payment of a call may be postponed in whole or part. A person upon whom a call is made shall remain liable for calls made upon him notwithstanding the subsequent transfer of the shares in respect of which the call was made.
- 19 A call shall be deemed to have been made at the time when the resolution of the directors authorising the call was passed.
- 20 The joint holders of a share shall be jointly and severally liable to pay all calls in respect thereof.
- 21 If a call remains unpaid after it has become due and payable the person from whom it is due and payable shall pay interest on the amount unpaid from the day it became due and payable until it is paid at the rate fixed by the terms of allotment of the share or in the notice of the call or, if no rate is so fixed, at 5% per annum but the directors may waive payment of the interest wholly or in part.
- 22 An amount payable in respect of a share on allotment or at any fixed date, whether in respect of nominal value or premium or as an instalment of a call, shall be deemed to be a call and if it is not paid the provisions of the articles shall apply as if that amount had become due and payable by virtue of a call.
- 23 Subject to the terms of allotment, the directors may make arrangements on the issue of shares for a difference between the holders in the amounts and times of payment of calls on their shares.
- 24 If a call remains unpaid after it has become due and payable the directors may give to the person from whom it is due not less than 14 clear days' notice requiring payment of the amount unpaid together with any interest which may have accrued. The notice shall name the place where payment is to be made and shall state that if the notice is not complied with the shares in respect of which the call was made will be liable to be forfeited and all expenses that may have been incurred by the company by reason of such non-payment.
- 25 If the notice is not complied with any share in respect of which it was given may, before the payment required by the notice has been made, be forfeited by a resolution of the directors and the forfeiture shall include all dividends or other moneys payable in respect of the forfeited shares and not paid before the forfeiture.
- 26 Subject to the provisions of the Act, a forfeited share may be sold, re-allotted or otherwise disposed of on such terms and in such manner as the directors determine, either to the person who was before the forfeiture the holder or to any other person. At any time before such sale, re-allotment or other disposition, the forfeiture may be cancelled on such terms as the directors think fit. Where for the purposes of its disposal

a forfeited share is to be transferred to any person the directors may authorise some person to execute an instrument of transfer of the share to that person

- 27 A person any of whose shares have been forfeited shall cease to be a member in respect of them and shall surrender to the company for cancellation the certificate for the shares forfeited but shall remain liable to the company for all moneys which at the date of forfeiture were payable by him to the company in respect of those shares, together with interest at the rate at which interest was payable on those moneys before the forfeiture or, if no interest was so payable, at 5% per annum from the date of forfeiture until payment, but the directors may waive payment wholly or in part or enforce payment without any allowance for the value of the shares at the time of forfeiture or for any consideration received on their disposal
- 28 A statutory declaration by a director or the secretary that a share has been forfeited on a specified date shall be conclusive evidence of the facts stated in it as against all persons claiming to be entitled to the share and the declaration shall (subject to the execution of an instrument of transfer if necessary) constitute a good title to the share and the person to whom the share is disposed of shall not be bound to see to the application of the consideration, if any, nor shall his title to the share be affected by any irregularity in or invalidity of the proceedings in reference to the forfeiture or disposal of the share

#### **TRANSFER OF SHARES**

- 29 The instrument of transfer of a share may be in any usual form or in any other form which the directors may approve and shall be executed by or on behalf of the transferor and, unless the share is fully paid, by or on behalf of the transferee
- 30 The directors may, in their absolute discretion decline to register the transfer of a share, whether or not it is a fully paid share. They may also refuse to register a transfer unless
- (a) it is lodged at the office or at such other place as the directors may appoint and is accompanied by the certificate for the shares to which it relates and such other evidence as the directors may reasonably require to show the right of the transferor to make the transfer,
  - (b) it is in respect of only one class of shares, and
  - (c) it is in favour of not more than four transferees
- 31 If the directors refuse to register a transfer of a share, they shall within two months after the date on which the transfer was lodged with the company send to the transferee notice of the refusal
- 32 The registration of transfers of shares or of transfers of any class of shares may be suspended at such times and for such periods (not exceeding 30 days in any year) as the directors may determine
- 33 No fee shall be charged for the registration of any instrument of transfer or other document relating to or affecting the title to any share

- 34 The company shall be entitled to retain any instrument of transfer which is registered, but any instrument of transfer which the directors refuse to register shall be returned to the person lodging it when notice of the refusal is given

### **TRANSMISSION OF SHARES**

- 35 If a member dies the survivor or survivors where he was a joint holder, and his personal representatives where he was a sole holder or the only survivor of joint holders, shall be the only persons recognised by the company as having any title to his interest, but nothing herein contained shall release the estate of a deceased member from any liability in respect of any share which had been held by him whether jointly or not
- 36 A person becoming entitled to a share in consequence of the death or bankruptcy of a member may, upon such evidence being produced as the directors may properly require, elect either to become the holder of the share or to have some person nominated by him registered as the holder. If he elects to become the holder he shall give notice to the company to that effect. If he elects to have another person registered he shall execute an instrument of transfer of the share to that person. All the articles relating to the transfer of shares shall apply to the notice or instrument of transfer as if it were an instrument of transfer executed by the member and the death or bankruptcy of the member had not occurred
- 37 A person becoming entitled to a share in consequence of the death or bankruptcy of a member shall have the rights to which he would be entitled if he were the holder of the share, except that he shall not, before being registered as a holder of the share, be entitled in respect of it to attend or vote at any meeting of the company or at any separate meeting of the holders of any class of shares in the company

### **ALTERATION OF SHARE CAPITAL**

- 38 The company may by ordinary resolution
- (a) consolidate and divide all or any of its share capital into shares of larger amount than its existing shares, and
  - (b) subject to the provisions of the Act, sub-divide its shares, or any of them, into shares of smaller amount and the resolution may determine that, as between the shares resulting from the sub-division, any of them may have any preference or advantage as compared with the others
- 39 Whenever as a result of a consolidation of shares any members would become entitled to fractions of a share, the directors may, on behalf of those members, sell the shares representing the fractions for the best price reasonably obtainable, to any person (including, subject to the provisions of the Act, the company) and distribute the net proceeds of sale in due proportion among those members, and the directors may authorise some person to execute an instrument of transfer of the shares to, or in accordance with the directions of, the buyer. The transferee shall not be bound to see to the application of the purchase money nor shall his title to the shares be affected by any irregularity in or invalidity of the proceedings in reference to the sale
- 40 Subject to the provisions of the Act, the company may by special resolution reduce its share capital, any capital redemption reserve and any share premium account in any way

## **PURCHASE OF OWN SHARES**

- 41 Subject to the provisions of the Act and article 86, the company may purchase its own shares (including any redeemable shares) and make a payment in respect of the redemption or purchase of its own shares otherwise than out of distributable profits of the company or the proceeds of a fresh issue of shares

## **LIABILITY OF MEMBERS**

- 42 The liability of the members is limited to the amount, if any, unpaid on the shares held by them

## **GENERAL MEETINGS**

- 43 The directors may call general meetings and, on the requisition of members pursuant to the provisions of the Act, shall forthwith proceed to convene a general meeting in accordance with the provisions of the Act. If there are not within the United Kingdom sufficient directors to call a general meeting, any director or any member of the company may call a general meeting

## **NOTICE OF GENERAL MEETINGS**

- 44 General meetings shall be called by at least 14 clear days' notice but a general meeting may be called by shorter notice if it is so agreed on by a majority in number of the members having a right to attend and vote being a majority together holding not less than 90 per cent, in nominal value of the shares giving that right

The notice shall specify the time and place of the meeting and the general nature of the business to be transacted

Subject to the provisions of the articles and to any restrictions imposed on any shares, the notice shall be given to all the members, to all persons entitled to a share in consequence of the death or bankruptcy of a member and to the directors and auditors

- 45 The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting

## **PROCEEDINGS AT GENERAL MEETINGS**

- 46 Every notice convening a general meeting shall comply with the provisions of section 324 of the Act as to giving information to members in regard to their right to appoint proxies. Notices of and other communications relating to any general meeting which any member is entitled to receive shall be sent to the directors and to the auditors for the time being of the company
- 47 No business shall be transacted at any general meeting unless a quorum is present. Subject to article 48 below, 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

- 48 If and for so long as the company has only one member, that member present in person or by proxy or (if that member is a corporation) by a duly authorised representative shall be a quorum
- 49 If a quorum is not present within half an hour from the time appointed for a general meeting the general meeting shall stand adjourned to the same day in the next week at the same time and place or to such other day and at such other time and place as the directors may determine, and if at the adjourned general meeting a quorum is not present within half an hour from the time appointed therefor such adjourned general meeting shall be dissolved
- 50 Subject to article 66, if and for so long as the company has only one member and that member takes any decision which is required to be taken in general meeting or by means of a written resolution, that decision shall be as valid and effectual as if agreed by the company in general meeting, subject as provided in article 52 below
- 51 Any decision taken by a sole member pursuant to article 50 above shall be recorded in writing and delivered by that member to the company for entry in the company's minute book
- 52 Resolutions under section 168 of the Act for the removal of a director before the expiration of his period of office and under section 510 of the Act for the removal of an auditor before the expiration of his period of office shall be only considered by the company in general meeting
- 53 A member present at a meeting by proxy shall be entitled to speak at the meeting and shall be entitled to one vote on a show of hands. In any case where the same person is appointed proxy for more than one member he shall on a show of hands have as many votes as the number of members for whom he is proxy
- 54 The instrument appointing a proxy and any authority under which it is executed or a copy of such authority certified notarially or in some other way approved by the directors may be deposited at the place specified in article 75 up to the commencement of the meeting or (in any case where a poll is taken otherwise than at the meeting) of the taking of the poll or may be handed to the chairman of the meeting prior to the commencement of the business of the meeting
- 55 The chairman, if any, of the board of directors or in his absence some other director nominated by the directors shall preside as chairman of the meeting, but if neither the chairman nor such other director (if any) be present within 15 minutes after the time appointed for holding the meeting and willing to act, the directors present shall elect one of their number to be chairman and, if there is only one director present and willing to act, he shall be chairman
- 56 If no director is willing to act as chairman, or if no director is present within 15 minutes after the time appointed for holding the meeting, the members present and entitled to vote shall choose one of their number to be chairman
- 57 A director shall, notwithstanding that he is not a member, be entitled to attend and speak at any general meeting and at any separate meeting of the holders of any class of shares in the company

- 58 The chairman may, with the consent of a meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than business which might properly have been transacted at the meeting had the adjournment not taken place. When a meeting is adjourned for 14 days or more, at least seven clear days' notice shall be given specifying the time and place of the adjourned meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.
- 59 A resolution put to the vote of a meeting shall be decided on a show of hands unless before, or on the declaration of the result of, the show of hands, a poll is duly demanded. Subject to the provisions of the Act, a poll may be demanded
- (a) by the chairman, or
  - (b) by at least two members having the right to vote at the meeting, or
  - (c) by a member or members representing not less than one-tenth of the total voting rights of all the members having the right to vote at the meeting, or
  - (d) by a member or members holding shares conferring a right to vote at the meeting, being shares on which an aggregate sum has been paid up equal to not less than one-tenth of the total sum paid up on all the shares conferring that right,
- and a demand by a person as proxy for a member shall be the same as a demand by the member.
- 60 Unless a poll is duly demanded a declaration by the chairman that a resolution has been carried or carried unanimously, or by a particular majority, or lost, or not carried by a particular majority and an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.
- 61 The demand for a poll may, before the poll is taken, be withdrawn but only with the consent of the chairman and a demand so withdrawn shall not be taken to have invalidated the result of a show of hands declared before the demand was made.
- 62 A poll shall be taken as the chairman directs and he may appoint scrutineers (who need not be members) and fix a time and place for declaring the result of the poll. The result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
- 63 In the case of an equality of votes on a resolution at a general meeting, whether on a show of hands or on a poll, the chairman shall be entitled to a casting vote in addition to any other vote he may have.
- 64 A poll demanded on the election of a chairman or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken either forthwith or at such time and place as the chairman directs not being more than 30 days after the poll is demanded. The demand for a poll shall not prevent the continuance of a meeting for the transaction of any business other than the question on which the poll was demanded. If a poll is demanded before the declaration of the result

of a show of hands and the demand is duly withdrawn, the meeting shall continue as if the demand had not been made

- 65 No notice need be given of a poll not taken forthwith if the time and place at which it is to be taken are announced at the meeting at which it is demanded. In any other case at least seven clear days' notice shall be given specifying the time and place at which the poll is to be taken
- 66 Any resolution in writing proposed to the members of the company shall be circulated in accordance with the provisions of Chapter 2 of Part 13 of the Act, but any failure to do so shall have no greater consequences than are provided for in such provisions

#### **VOTES OF MEMBERS**

- 67 Subject to article 53 and any rights or restrictions attached to any shares, on a show of hands every member who (being an individual) is present in person or by proxy or (being a corporation) is present by a duly authorised representative or by proxy, unless the proxy (in either case) or the representative is himself a member entitled to vote, shall have one vote and on a poll every member shall have one vote for every share of which he is the holder
- 68 In the case of joint holders, the vote of the senior who tenders a vote, whether in person or by proxy, shall be accepted to the exclusion of the votes of the other joint holders, and seniority shall be determined by the order in which the names of the holders stand in the register of members
- 69 A member in respect of whom an order has been made by any court having jurisdiction (whether in the United Kingdom or elsewhere) in matters concerning mental disorder may vote, whether on a show of hands or on a poll, by his receiver, curator bonis, deputy or other person authorised in that behalf appointed by that court, and any such receiver, curator bonis, deputy or other person may, on a poll, vote by proxy. Evidence to the satisfaction of the directors of the authority of the person claiming to exercise the right to vote shall be deposited at the office, or at such other place as is specified in accordance with the articles for the deposit of instruments of proxy, not less than 48 hours before the time appointed for holding the meeting or adjourned meeting at which the right to vote is to be exercised and in default the right to vote shall not be exercisable
- 70 No member shall vote at any general meeting or at any separate meeting of the holders of any class of shares in the company, either in person or by proxy, in respect of any share held by him unless all moneys presently payable by him in respect of that share have been paid
- 71 No objection shall be raised to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting shall be valid. Any objection made in due time shall be referred to the chairman whose decision shall be final and conclusive
- 72 On a poll votes may be given either personally or by proxy. A member may appoint more than one proxy to attend on the same occasion



- 73 The appointment of a proxy shall be executed by or on behalf of the appointor and shall be in the following form (or in a form as near thereto as circumstances allow or in any other form which is usual or which the directors may approve)

" Limited

I/We , of , being a member/members of the above-named company, hereby appoint of , as my/our proxy to vote in my/our name[s] and on my/our behalf at the general meeting of the company to be held on • 20••, and at any adjournment thereof

Signed on • 20••

- 74 Where it is desired to afford members an opportunity of instructing the proxy how he shall act, the appointment of a proxy shall be in the following form (or in a form as near thereto as circumstances allow or in any other form which is usual or which the directors may approve)

" /Limited

I/We , of , being a member/members of the above-named company, hereby appoint of , as my/our proxy to vote in my/our name[s] and on my/our behalf at the general meeting of the company to be held on • 20••, and at any adjournment thereof

This form is to be used in respect of the resolutions mentioned below as follows

Resolution No 1 \*for\* against

Resolution No 2 \*for\* against

Unless otherwise instructed, the proxy may vote as he thinks fit or abstain from voting

Signed on • 20••

- 75 The appointment of a proxy and any authority under which it is executed or a copy of such authority certified notarially or in some other way approved by the directors may

(a) in the case of an instrument in writing be deposited at the office or at such other place within the United Kingdom as is specified in the notice convening the meeting or in any instrument of proxy sent out by the company in relation to the meeting not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote, or

(b) in the case of an appointment contained in an electronic communication, where an address has been specified for the purpose of receiving electronic communications

(i) in the notice convening the meeting, or

(ii) in any instrument of proxy sent out by the company in relation to the meeting, or

- (iii) in any invitation contained in an electronic communication to appoint a proxy issued by the company in relation to the meeting,

be received at such address not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the appointment proposes to vote

- (c) in the case of a poll taken more than 48 hours after it is demanded, be deposited or received as aforesaid after the poll has been demanded and not less than 24 hours before the time appointed for the taking of the poll, or
- (d) where the poll is not taken forthwith but is taken not more than 48 hours after it was demanded, be delivered at the meeting at which the poll was demanded to the chairman or to the secretary or to any director,

and an appointment of proxy which is not deposited, delivered or received in a manner so permitted shall be invalid

In this article and the next, "address" in relation to electronic communications, includes any number or address used for the purposes of such communications

- 76 A vote given or poll demanded by proxy or by the duly authorised representative of a corporation shall be valid notwithstanding the previous determination of the authority of the person voting or demanding a poll unless notice of the determination was received by the company at the office or at such other place at which the instrument of proxy was duly deposited or, where the appointment of the proxy was contained in an electronic communication, at the address at which such appointment was duly received before the commencement of the meeting or adjourned meeting at which the vote is given or the poll demanded or (in the case of a poll taken otherwise than on the same day as the meeting or adjourned meeting) the time appointed for taking the poll

#### **NUMBER OF DIRECTORS**

- 77 The number of directors (other than alternate directors) shall not be more than seven and shall be not less than five and of which at least two shall be resident in the United Kingdom and at least one third of the number of directors shall be resident in Canada

#### **ALTERNATE DIRECTORS**

- 78 Any director (other than an alternate director) may appoint any other director, or any other person approved by resolution of the directors and willing to act, to be an alternate director and may remove from office an alternate director so appointed by him
- 79 An alternate director shall be entitled to receive notice of all meetings of directors and of all meetings of committees of directors of which his appointor is a member, to attend and vote at any such meeting at which the director appointing him is not personally present, and generally to perform all the functions of his appointor as a director in his absence and it shall be necessary to give notice of such a meeting to an alternate director who is absent from the United Kingdom

- 80 An alternate director shall cease to be an alternate director if his appointor ceases to be a director, but, if a director retires but is reappointed or deemed to have been reappointed at the meeting at which he retires, any appointment of an alternate director made by him which was in force immediately prior to his retirement shall continue after his reappointment
- 81 Any appointment or removal of an alternate director shall be by notice to the company signed by the director making or revoking the appointment or in any other manner approved by the directors. A notice appointing an alternate director to attend a single meeting of the directors shall be deemed to constitute the appointment of the alternate with effect from the commencement of such meeting and the revocation of such appointment from the closure of such meeting
- 82 Save as otherwise provided in the articles, an alternate director shall be deemed for all purposes to be a director and shall alone be responsible for his own acts and defaults and he shall not be deemed to be the agent of the director appointing him
- 83 Unless otherwise determined by the company in general meeting by ordinary resolution, an alternate director shall not be entitled as such to receive any remuneration from the company, save that he may be paid by the company such part (if any) of the remuneration otherwise payable to his appointor as such appointor may by notice in writing to the company from time to time direct
- 84 A director, or any such other person as is mentioned in article 78, may act as an alternate director to represent more than one director, and an alternate director shall be entitled at any meeting of the directors or of 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

#### **POWERS OF DIRECTORS**

- 85 Subject to the provisions of the Act and the articles (and in particular article 86) and to any directions given by special resolution, the business of the company shall be managed by the directors who may exercise all the powers of the company, save for those matters set out below
- (a) the appointment of directors of the company,
  - (b) the amendment of any provision of the articles of association of the company,
- all or any of which shall be decided upon by special resolution of the members of the company
- 86 Consent by ordinary resolution of the members of the company is required in respect of any of the matters set out below, unless it is passed by a majority at a meeting of a board of directors and also has the unanimous approval of all directors who are residents of Canada who are in attendance at such meeting
- (a) the borrowing of any money by the company or any of its subsidiaries (as relevant) in excess of 3 million pounds sterling (including, without limitation, by way of issue of loan stock),

- (b) the ceasing of any business or operations of the company or the making of any material change in the nature of the business of the company or any of its subsidiaries (as relevant),
- (c) the creation, allotment or issue of any shares or equity securities by the company, or the grant of any right to require the allotment or issue of any such shares or equity securities, and the creation and issue of any obligations, charges, debts or other instruments (any of which are convertible into shares in the company or which are capable of conferring upon the holder thereof the right to vote at general meetings of the members),
- (d) the redemption or purchase by the company of any of its issued or unissued shares,
- (e) the consolidation of or amalgamation with any other corporation by the company,
- (f) directly or indirectly, the disposal or dilution of the company's interests in any of its subsidiaries (as relevant),
- (g) the grant of any mortgage, charge, pledge or otherwise creation of security interests (other than a lien arising by operation of law, security by way of a supplier's retention of title clause or security included in the terms of an approved finance lease) in all or any undertaking, property, uncalled capital or assets, or any part thereof, of the company or any of its subsidiaries (as relevant) to secure any obligations of the company,
- (h) the creation, issue, reissue, sale or pledge of any debt obligations, debentures, debenture stock and otherwise of the company or any of its subsidiaries (as relevant) whether outright or as security for any debt, liability or obligation of the company or any third party,
- (i) the entry into of any contracts, agreements or commitments involving hedging, swaps or similar financial instruments,
- (j) the initiation of legal proceedings by the company in excess of 3 million pounds sterling (save to the extent that insurers have conduct of such claim),
- (k) the material variation or cancellation by the company or any of its subsidiaries of the insurance policies of the company or any of its subsidiaries (as relevant), and
- (l) the carrying on by the company or any of its subsidiaries of a business based in any jurisdiction other than (i) the United Kingdom, (ii) the Republic of Ireland, (iii) Germany, (iv) Denmark, or (v) another jurisdiction within the European Union (as it is from time to time constituted) in which the company shall have taken all steps which may be required by the laws of that jurisdiction for the limited partners of Inter Pipeline Fund to benefit from limited liability substantially to the same extent that such limited partners enjoy limited liability under the *Partnership Act* (Alberta)

87 The directors may, by power of attorney or otherwise, appoint any person to be the agent of the company for such purposes and on such conditions as they determine, including authority for the agent to delegate all or any of his powers

- 88 No alteration of the articles and no such direction shall invalidate any prior acts of the directors which would have been valid if that alteration had not been made or that direction had not been given. The powers given by this article shall not be limited by any special power given to the directors by the articles and a meeting of directors at which a quorum is present may exercise all powers exercisable by the directors

#### **DELEGATION OF DIRECTORS POWERS**

- 89 The directors (by unanimous consent) may delegate any of their powers to any committee consisting of one or more directors or an officer of Simon Storage Limited. They may also delegate to any managing director or any director holding any other executive office such of their powers as they consider desirable to be exercised by him. Any such delegation may be made subject to any conditions the directors may impose, and either collaterally with or to the exclusion of their own powers and may be revoked or altered. Subject to any such conditions imposed by unanimous consent at a meeting of a board of directors, the proceedings of a committee with two or more members shall be governed by the articles regulating the proceedings of directors so far as they are capable of applying

#### **APPOINTMENT AND RETIREMENT OF DIRECTORS**

- 90 The directors shall not be required to retire by rotation
- 91 No person shall be appointed a director at any general meeting unless either
- (a) he is recommended by a majority at a meeting of the directors and the unanimous approval of all directors who are residents of Canada who are in attendance at such meeting, or
  - (b) not less than 14 nor more than 35 clear days before the date appointed for the general meeting, notice signed by a member qualified to vote at the general meeting has been given to the company of the intention to propose that person for appointment, together with notice signed by that person of his willingness to be appointed
- 92 Subject to article 91 above, the company may by special resolution appoint any person who is willing to act to be a director, either to fill a vacancy or as an additional director

#### **DISQUALIFICATION AND REMOVAL OF DIRECTORS**

- 93 The office of a director shall be vacated if
- (a) he ceases to be a director by virtue of any provision of the Act or he becomes prohibited by law from being a director, or
  - (b) he becomes bankrupt or makes any arrangement or composition with his creditors generally, or
  - (c) he is, or may be, suffering from mental disorder and either
    - (i) he is admitted to hospital in pursuance of an application for admission for treatment under the Mental Health Act 1983 or any equivalent legislation in any jurisdiction, or

- (ii) an order is made by a court having jurisdiction (whether in the United Kingdom or elsewhere) in matters concerning mental disorder for his detention or for the appointment of a receiver, curator bonis, deputy or other person to exercise powers with respect to his property or affairs, or
- (d) he resigns his office by notice to the company, or
- (e) he shall for more than six consecutive months have been absent without permission of the directors from meetings of directors held during that period and the directors resolve that his office be vacated

#### **REMUNERATION OF DIRECTORS**

- 94 The directors shall be entitled to such remuneration as the company may by ordinary resolution determine and, unless the resolution provides otherwise, the remuneration shall be deemed to accrue from day to day

#### **DIRECTORS' EXPENSES**

- 95 The directors may be paid all travelling, hotel, and other expenses properly incurred by them in connection with their attendance at meetings of directors or committees of directors or general meetings or separate meetings of the holders of any class of shares or of debentures of the company or otherwise in connection with the discharge of their duties

#### **DIRECTORS' APPOINTMENTS AND INTERESTS**

- 96 Subject to the provisions of the Act, the directors may appoint one or more of their number to the office of managing director or to any other executive office under the company and may enter into an agreement or arrangement with any director for his employment by the company or for the provision by him or any services outside the scope of the ordinary duties of a director. Any such appointment, agreement or arrangement may be made upon such terms as the directors determine and they may remunerate any such director for his services as they think fit. Any appointment of a director to an executive office shall terminate if he ceases to be a director but without prejudice to any claim to damages for breach of the contract of service between the director and the company. A managing director and a director holding any other executive office shall not be subject to retirement by rotation
- 97 Subject to the provisions of the Act (and, in the case of a conflict of interest, subject to article 98), and provided that he has disclosed to the directors the nature and extent of any material interest of his, a director notwithstanding his office
  - (a) may be a party to, or otherwise interested in, any transaction or arrangement with the company or in which the company is otherwise interested,
  - (b) may be a director or other officer of, or employed by, or a party to any transaction or arrangement with, or otherwise interested in, any body corporate promoted by the company or in which the company is otherwise interested, and
  - (c) shall not, by reason of his office, be accountable to the company for any benefit which he derives from any such office or employment or from any such

transaction or arrangement or from any interest in any such body corporate and no such transaction or arrangement shall be liable to be avoided on the ground of any such interest or benefit

- 98 Each director shall comply with his duty to avoid a conflict of interest, whether such duty arises under the Act or otherwise at law. In the event of a conflict of interest, the directors may authorise the matter (and thereby avoid the conflicted director being in breach of such duty) if (i) the meeting at which the matter is considered is quorate without counting the director or any other interested director, and (ii) the matter is agreed to without their voting or would have been agreed to if their votes had not been counted
- 99 Subject to the Act, for the purposes of article 97
- (a) a general notice given to the directors that a director is to be regarded as having an interest of the nature and extent specified in the notice in any transaction or arrangement in which a specified person or class of persons is interested shall be deemed to be a disclosure that the director has an interest in any such transaction of the nature and extent so specified,
  - (b) an interest of which a director has no knowledge and of which it is unreasonable to expect him to have knowledge shall not be treated as an interest of his, and
  - (c) directors do not have to declare an interest that cannot reasonably be regarded as likely to give rise to a conflict of interest, or where the interest concerns his service contract or where the other directors are already aware of the interest

#### **DIRECTORS' GRATUITIES AND PENSIONS**

- 100 The directors may provide benefits, whether by the payment of gratuities or pensions or by insurance or otherwise, for any director who has held but no longer holds any executive office or employment with the company or with any body corporate which is or has been a subsidiary of the company or a predecessor in business of the company or of any such subsidiary, and for any member of his family (including a spouse and a former spouse) or any person who is or was dependent on him, and may (as well before as after he ceases to hold such office or employment) contribute to any fund and pay premiums for the purchase or provision of any such benefit

#### **PROCEEDINGS OF DIRECTORS**

- 101 All meetings of the board of directors or a committee of the board of directors are to take place in the United Kingdom, and should any director not be resident in the United Kingdom and wish to participate in such meetings, they must attend in person or their alternate must attend in person
- 102 Subject to the provisions of the articles the directors may regulate their proceedings as they think fit. A director may, and the secretary at the request of a director shall, call a meeting of the directors and in any event, there shall be a meeting of the directors held at least twice every calendar year in which all directors of the company are present in person (and, for the avoidance of doubt, is not to include any alternate directors so appointed). It shall be necessary to give notice of a meeting to all directors, including those who are absent from the United Kingdom. Subject to articles 86 and 91, questions arising at a meeting shall be decided by a majority of votes. In the case of an

equality of votes, the chairman shall have a second or casting vote. A director who is also an alternate director shall be entitled in the absence of his appointor to a separate vote on behalf of his appointor in addition to his own vote.

- 103 The quorum for the transaction of the business of the directors may be fixed by the directors and unless so fixed at any other number shall be three, of which at least one must be a resident of Canada or the alternate of a resident of Canada. A person who holds office only as an alternate director shall, if his appointor is not present, be counted in the quorum. A director who is also appointed as an alternate director of another director shall, if his appointor is not present, be counted in the quorum and be entitled to vote in respect of both his own directorship and that of the director for whom he is appointed an alternate.
- 104 The continuing directors or a sole continuing director may act notwithstanding any vacancies in their number, but, if the number of directors is less than the number fixed as the quorum, the continuing directors or director may act only for the purpose of filling vacancies or of calling a general meeting.
- 105 The directors may appoint one of their number to be the chairman of the board of directors and may at any time remove him from that office. Unless he is unwilling to do so, the director so appointed shall preside at every meeting of directors at which he is present. But if there is no director holding that office, or if the director holding it is unwilling to preside or is not present within five minutes after the time appointed for the meeting, the directors present may appoint one of their number to be chairman of the meeting.
- 106 All acts done by a meeting of directors, or of a committee of directors, or by a person acting as a director shall, notwithstanding that it be afterwards discovered that there was a defect in the appointment of any director or that any of them were disqualified from holding office, or had vacated office, or were not entitled to vote, be as valid as if every such person had been duly appointed and was qualified and had continued to be a director and had been entitled to vote.
- 107 A director may vote at any meeting of the directors or of any committee of the directors, on any resolution, notwithstanding that it in any way concerns or relates to a matter in which he has, directly or indirectly, any kind of interest whatsoever, and if he shall vote on any such resolution his vote shall be counted, and in relation to any such resolution as aforesaid he shall (whether or not he shall vote on the same) be taken into account in calculating the quorum present at the meeting.
- 108 Each director shall comply with his obligations under section 177 of the Act to disclose his interest in contracts or proposed contracts.

#### **SECRETARY**

- 109 Subject to the provisions of the Act, the secretary shall be appointed by the directors for such term, at such remuneration and upon such conditions as they may think fit, and any secretary so appointed may be removed by them.

#### **MINUTES**

- 110 The directors shall cause minutes to be made in books kept for the purpose.



- (a) of all appointments of officers made by the directors, and
- (b) of all proceedings at meetings of the company, of the holders of any class of shares in the company, and of the directors and of committees of directors, including the names of the directors present at each such meeting

#### **THE SEAL**

- 111 If the company has a seal, it shall only be used by the authority of the directors or of a committee of directors authorised by the directors. The directors may determine who shall sign any instrument to which the seal is affixed and unless otherwise so determined it shall be signed by a director and by the secretary or by a second director. The obligation under article 12 relating to the sealing of share certificates shall apply only if the company has a seal. The company may exercise the powers conferred by section 49 of the Act with regard to having an official seal for use abroad and such powers shall be vested in the directors.

#### **DIVIDENDS**

- 112 Subject to the provisions of the Act, the company may by ordinary resolution declare dividends in accordance with the respective rights of the members, but no dividend shall exceed the amount recommended by the directors.
- 113 Subject to the provisions of the Act, the directors may pay interim dividends if it appears to them that they are justified by the profits of the company available for distribution. If the share capital is divided into different classes, the directors may pay interim dividends on shares which confer deferred or non-preferred rights with regard to dividend as well as on shares which confer preferential rights with regard to dividend, but no interim dividend shall be paid on shares carrying deferred or non-preferred rights if, at the time of payment, any preferential dividend is in arrear. The directors may also pay at intervals settled by them any dividend payable at a fixed rate if it appears to them that the profits available for distribution justify the payment. Provided the directors act in good faith they shall not incur any liability to the holders of shares conferring preferred rights for any loss they may suffer by the lawful payment of an interim dividend on any shares having deferred or non-preferred rights.
- 114 Except as otherwise provided by the rights attached to shares, all dividends shall be declared and paid according to the amounts paid up on the shares on which the dividend is paid. All dividends shall be apportioned and paid proportionately to the amounts paid up on the shares during any portion or portions of the period in respect of which the dividend is paid, but, if any share is issued on terms providing that it shall rank for dividend as from a particular date, that share shall rank for dividend accordingly.
- 115 A general meeting declaring a dividend may, upon the recommendation of the directors, direct that it shall be satisfied wholly or partly by the distribution of assets and, where any difficulty arises in regard to the distribution, the directors may settle the same and in particular may issue fractional certificates and fix the value for distribution of any assets and may determine that cash shall be paid to any member upon the footing of the value so fixed in order to adjust the rights of members and may vest any assets in trustees.

- 116 Any dividend or other moneys payable in respect of a share may be paid by cheque sent by post to the registered address of the person entitled or, if two or more persons are the holders of the share or are jointly entitled to it by reason of the death or bankruptcy of the holder, to the registered address of that one of those persons who is first named in the register of members or to such person and to such address as the person or persons entitled may in writing direct. Every cheque shall be made payable to the order of the person or persons entitled or to such other person as the person or persons entitled may in writing direct and payment of the cheque shall be a good discharge to the company. Any joint holder or other person jointly entitled to a share as aforesaid may give receipts for any dividend or other moneys payable in respect of the share.
- 117 No dividend or other moneys payable in respect of a share shall bear interest against the company unless otherwise provided by the rights attached to the share.
- 118 Any dividend which has remained unclaimed for 12 years from the date when it became due for payment shall, if the directors so resolve, be forfeited and cease to remain owing by the company.

### **ACCOUNTS**

- 119 No member shall (as such) have any right of inspecting any accounting records or other book or document of the company except as conferred by statute or authorised by the directors or by ordinary resolution of the company.

### **CAPITALISATION OF PROFITS**

- 120 The directors may with the authority of an ordinary resolution of the company
- (a) subject as hereinafter provided, resolve to capitalise any undivided profits of the company not required for paying any preferential dividend (whether or not they are available for distribution) or any sum standing to the credit of the company's share premium account or capital redemption reserve,
  - (b) appropriate the sum resolved to be capitalised to the members who would have been entitled to it if it were distributed by way of dividend and in the same proportions and apply such sum on their behalf either in or towards paying up the amounts, if any, for the time being unpaid on any shares held by them respectively, or in paying up in full unissued shares or debentures of the company of a nominal amount equal to that sum, and allot the shares or debentures credited as fully paid to those members, or as they may direct, in those proportions, or partly in one way and partly in the other, but the share premium account, the capital redemption reserve, and any profits which are not available for distribution may, for the purposes of this article, only be applied in paying up unissued shares to be allotted to members credited as fully paid,
  - (c) make such provision by the issue of fractional certificates or by payment in cash or otherwise as they determine in the case of shares or debentures becoming distributable under this article in fractions, and
  - (d) authorise any person to enter on behalf of all the members concerned into an agreement with the company providing for the allotment to them respectively, credited as fully paid, of any shares or debentures to which they are entitled

upon such capitalisation, any agreement made under such authority being binding on all such members

## NOTICES

- 121 Any notice to be given to or by any person pursuant to the articles (other than a notice calling a meeting of the directors) shall be in writing or shall be given using electronic communications to an address for the time being notified for that purpose to the person giving the notice

In this article, "address", in relation to electronic communication, includes any number or address used for the purposes of such communications

- 122 The company may give any notice to a member either personally or by sending it by post in a prepaid envelope addressed to the member at his registered address or by leaving it at that address or by giving it using electronic communications to an address for the time being notified to the company by the member. In the case of joint holders of a share, all notices shall be given to the joint holder whose name stands first in the register of members in respect of the joint holding and notice so given shall be sufficient notice to all the joint holders. A member whose registered address is not within the United Kingdom and who gives to the company an address within the United Kingdom at which notices may be given to him, or an address to which notices may be sent using electronic communications, shall be entitled to have notices given to him at that address, but otherwise no such member shall be entitled to receive any notice from the company

In this article, "address", in relation to electronic communications includes any number or address used for the purposes of such communications

- 123 A member present, either in person or by proxy, at any meeting of the company or of the holders of any class of shares in the company shall be deemed to have received notice of the meeting and, where requisite, of the purposes for which it was called
- 124 Every person who becomes entitled to a share shall be deemed to have received any notice in respect of that share which, before his name is entered in the register of members, has been duly given to a person from whom he derives his title
- 125 Proof that an envelope containing a notice was properly addressed, prepaid and posted shall be conclusive evidence that the notice was given. Proof that a notice contained in an electronic communication was sent in accordance with guidance issued by the Institute of Chartered Secretaries and Administrators shall be conclusive evidence that the notice was given. A notice shall be deemed to be given at the expiration of 48 hours after the envelope containing it was posted, or, in the case of a notice contained in an electronic communication, at the expiration of 48 hours after the time it was sent
- 126 A notice may be given by the company to the persons entitled to a share in consequence of the death or bankruptcy of a member by sending or delivering it, in any manner authorised by the articles for the giving of notice to a member, addressed to them by name, or by the title of representatives of the deceased, or trustee of the bankrupt or by any like description at the address, if any, within the United Kingdom supplied for that purpose by the persons claiming to be so entitled. Until such an address has been supplied, a notice may be given in any manner in which it might have been given if the death or bankruptcy had not occurred

## **WINDING UP**

- 127 If the company is wound up, the liquidator may, with the sanction of a special resolution of the company and any other sanction required by the Act, divide among the members in specie the whole or any part of the assets of the company and may, for that purpose, value any assets and determine how the division shall be carried out as between the members or different classes of members. The liquidator may, with the like sanction, vest the whole or any part of the assets in trustees upon such trusts for the benefit of the members as he with the like sanction determines, but no member shall be compelled to accept any assets upon which there is a liability.

## **INDEMNITY**

- 128 Subject to the Act, but without prejudice or limitation to any indemnity to which a director may otherwise be entitled, every director or other officer or auditor of the company shall be indemnified to the fullest extent permissible at law out of the assets of the company against any liability incurred by him in defending any proceedings, whether civil or criminal, in which judgment is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the company.