



**FILE COPY**

**CERTIFICATE OF INCORPORATION  
OF A  
PRIVATE LIMITED COMPANY**

Company No. 6971339

The Registrar of Companies for England and Wales hereby certifies that

**FILMPRO LIMITED**

is this day incorporated under the Companies Act 1985 as a private company and that the company is limited.

Given at Companies House on **23rd July 2009**



**\*N06971339P\***



*Companies House*  
— for the record —



THE OFFICIAL SEAL OF THE  
REGISTRAR OF COMPANIES

**The Companies Acts 1985 to 2006**

**Company Limited by Guarantee and not Having a Share Capital**

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**Memorandum of Association**

**of**

**filmpro Limited**

WEDNESDAY



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22/07/2009

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COMPANIES HOUSE

**Name**

1. The name of the company is filmpro Limited. In this Memorandum and the company's Articles of Association it is called the "Company".

**Registered office**

2. The registered office of the Company is situated in England and Wales.

**Objects**

3. The objects of the Company are:
  - 3.1 to support the professional and artistic progress of artists working in or with digital media, particularly those from excluded, marginalised or minority groups, whether this be by virtue of disability, gender, sexuality, nationality, race, ethnic background or other classifications agreed by the Company;
  - 3.2 to produce and promote the development and dissemination of new artistic productions and products using digital media in London and beyond; and
  - 3.3 through the artists and artwork involved, to reflect the life experiences of excluded groups and to raise awareness of issues they may face.

**Powers**

4. To further its objects the Company may:
  - 4.1 provide and assist in the provision of money, materials or other help;
  - 4.2 organise and assist in the provision of conferences, courses of instruction, exhibitions, lectures and other educational activities;
  - 4.3 publish and distribute books, pamphlets, reports, leaflets, journals, films, tapes and instructional matter on any media;
  - 4.4 promote, encourage, carry out or commission research, surveys, studies or other work, making the useful results available;
  - 4.5 provide or procure the provision of counselling and guidance;
  - 4.6 provide or procure the provision of advice;
  - 4.7 alone or with other organisations seek to influence public opinion and make representations to and seek to influence governmental and other bodies and institutions regarding the development and implementation of appropriate

policies provided that all such activities shall be conducted on the basis of well-founded, reasoned argument and shall in all other respects be confined to those which an English and Welsh Company may properly undertake;

- 4.8 enter into contracts to provide services to or on behalf of other bodies;
- 4.9 acquire or rent any property of any kind and any rights or privileges in and over property and construct, maintain, alter and equip any buildings or facilities;
- 4.10 subject to any consent required by law, dispose of or deal with all or any of its property with or without payment and subject to such conditions as the Directors think fit;
- 4.11 subject to any consent required by law, borrow or raise and secure the payment of money for any purpose including for the purposes of investment or of raising funds;
- 4.12 set aside funds for special purposes or as reserves against future expenditure;
- 4.13 invest the Company's money not immediately required for its objects in or upon any investments, securities, or property;
- 4.14 arrange for investments or other property of the Company to be held in the name of a nominee or nominees (being a corporate body registered or having an established place of business in England and Wales) under the control of the Directors or of a financial expert or experts acting under their instructions and pay any reasonable fee required;
- 4.15 lend money and give credit to, take security for such loans or credit and guarantee or give security for the performance of contracts by any person or company;
- 4.16 open and operate bank accounts and other facilities for banking and draw, accept, endorse, issue or execute promissory notes, bills of exchange, cheques and other instruments;
- 4.17 raise funds by way of subscription, donation or otherwise;
- 4.18 accept (or disclaim) gifts of money and any other property;
- 4.19 trade in the course of carrying out the objects of the Company;
- 4.20 incorporate subsidiary companies to carry on any trade;
- 4.21 subject to clause 5:
  - 4.21.1 engage and pay employees, consultants and professional or other advisers; and
  - 4.21.2 make reasonable provision for the payment of pensions and other retirement benefits to or on behalf of employees and their spouses and dependants;

- 4.22 establish and support or aid in the establishment and support of any other organisations and subscribe, lend or guarantee money or property for charitable purposes;
- 4.23 become a member, associate or affiliate of or act as Director or appoint Directors of any other organisation (including without limitation any charitable trust of permanent endowment property held for any of the charitable purposes included in the Company's objects);
- 4.24 amalgamate with or acquire or undertake all or any of the property, liabilities and engagements of any body having objects wholly or in part similar to those of the Company;
- 4.25 co-operate with charities, voluntary bodies, statutory authorities and other bodies and exchange information and advice with them;
- 4.26 insure the property of the Company against any foreseeable risk and take out other insurance policies as are considered necessary by the Directors to protect the Company;
- 4.27 provide indemnity insurance to cover the liability of the Directors which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default, breach of trust or breach of duty of which they may be guilty in relation to the Company, including without limitation any liability to make a contribution to the Company's assets as specified in section 214 of the Insolvency Act 1986 (wrongful trading), provided that any such insurance shall not extend to the provision of any indemnity for a person in respect of:
  - 4.27.1 any act or omission which he or she knew to be a breach of trust or breach of duty or which was committed by him or her in reckless disregard to whether it was a breach of trust or breach of duty or not;
  - 4.27.2 any liability incurred by him or her in defending any criminal proceedings in which he or she is convicted of an offence arising out of any fraud or dishonesty, or wilful or reckless misconduct by him or her; or
  - 4.27.3 in relation to any liability to make a contribution to the Company's assets as specified in section 214 of the Insolvency Act 1986, any liability to make such a contribution where the basis of the Director's liability is his or her knowledge prior to the insolvent liquidation of the Company (or reckless failure to acquire that knowledge) that there was no reasonable prospect that the Company would avoid going into insolvent liquidation;

and

- 4.28 do all such other lawful things as shall further the Company's objects.

#### **Limitation on private benefits**

- 5.1 The income and property of the Company shall be applied solely towards the promotion of its objects.

- 5.2 Except as provided below no part of the income and property of the Company may be paid or transferred directly or indirectly by way of benefit to the members of the Company and no Director may receive any remuneration or other benefit in money or money's worth from the Company. This shall not prevent any payment in good faith by the Company of:
- 5.2.1 any payments made to any member or Director in their capacity as a beneficiary of the Company;
  - 5.2.2 reasonable and proper out of pocket expenses of the Directors;
  - 5.2.3 reasonable and proper remuneration to any Director for any goods or services supplied to the Company on the instructions of the Directors (including services performed under a contract of employment with the Company except for the service of acting as a Director);
    - (a) the procedure described in Article 63 of the Articles (Conflicts of Interest) must be followed in considering the appointment of the Director and in relation to any other decisions regarding the remuneration authorised by this provision.
  - 5.2.4 interest on money lent by any member or Director at a reasonable and proper rate;
  - 5.2.5 fees, remuneration or other benefits in money or money's worth to a company of which a member or Director holds less than 1% of the capital;
  - 5.2.6 any reasonable and proper rent for premises let by any member or Director;
  - 5.2.7 reasonable and proper premiums in respect of indemnity insurance effected in accordance with clause 4.27 of this Memorandum; and
  - 5.2.8 any payments made to any Director or officer under the indemnity provisions set out at Article 80.

#### **Limited liability**

6. The liability of the members is limited.
7. Every member of the Company undertakes to contribute a sum not exceeding £1 to the assets of the Company if it is wound up during his or her membership or within one year afterwards:
- 7.1.1 for payment of the debts and liabilities of the Company contracted before he or she ceased to be a member;
  - 7.1.2 for the costs, charges and expenses of winding up;
  - 7.1.3 for the adjustment of the rights of the contributories among themselves.

### **Winding up**

8. If any property remains after the Company has been wound up or dissolved and the debts and liabilities have been satisfied it may not be paid to or distributed among the members of the Company, but must be given to some other institution or institutions with similar objects which is or are regarded as charitable under the law of every part of the United Kingdom. The institution or institutions to benefit shall be chosen by the Directors at or before the time of winding up or dissolution.

### **Definitions**

9. Words and phrases used in this Memorandum of Association have the same meanings as are ascribed to them in the Articles of Association of the Company unless the context otherwise requires.



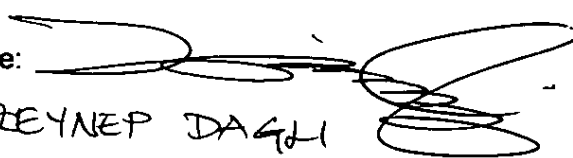

We, the subscribers to this Memorandum, wish to be formed into a company in accordance with this Memorandum

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**Signatures, Names and Addresses of Subscribers**

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Guarantee

1.     Signature:  £1  
      Name: MICHAEL AHTMAN  
      Address: 49a Hillside Rd, London N15 6LH  
      Date: 06-07-09  
      WITNESS to above signature:  
      Signature:   
      Name: KAREN MACDONALD  
      Address: 31b VICARS HILL, LONDON, SE13 7JB  
      Occupation: ARTS ADMINISTRATOR
  
2.     Signature:  £1  
      Name: ZEYNEP DAGLI  
      Address: FLAT 4, 17 FORTIS GREEN, N2 9JN LONDON  
      Date: 06.07.2009  
      WITNESS to above signature:  
      Signature:   
      Name: KAREN MACDONALD  
      Address: 31b VICARS HILL, LONDON, SE13 7JB  
      Occupation: ARTS ADMINISTRATOR

3. Signature: A. Helin £1

Name: ADA HELIN

Address: 25 PARK ROAD, BOUNDS GREEN, N11 2QE

Date: 6 JULY 2009

WITNESS to above signature:

Signature: K MacDonald

Name: KAREN MACDONALD

Address: 31b VICARS HILL, LONDON, SE13 7JB

Occupation: ARTS ADMINISTRATOR

4. Signature:  £1

Name: CAGLAR KIMYONCU

Address: 49A HILLSIDE ROAD LONDON N15 6LH

Date: 06-07-2009

WITNESS to above signature:

Signature: K MacDonald

Name: KAREN MACDONALD

Address: 31b VICARS HILL, LONDON, SE13 7JB

Occupation: ARTS ADMINISTRATOR

## **The Companies Acts 1985 to 2006**

### **Company Limited by Guarantee and not Having a Share Capital**

#### **Articles of Association**

**of**

#### **filmpro Limited**

##### **Interpretation**

1. In these Articles and the Memorandum the following terms shall have the following meanings:

<b>Term</b>	<b>Meaning</b>
1.1 "address"	includes a number or address used for the purposes of sending or receiving documents by electronic means;
1.2 "annual meeting" retirement	has the meaning given to it in Article 10;
1.3 "Articles"	these Articles of Association of the Company;
1.4 "Company"	filmpro Limited;
1.5 "circulation date"	in relation to a written resolution, has the meaning given to it in the Companies Acts;
1.6 "clear days"	in relation to the period of a notice, 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;
1.7 "Conflict of Interest"	any direct or indirect interest of a Director (whether personal, by virtue of a duty of loyalty to another organisation or otherwise) that conflicts, or might conflict with the interests of the Company
1.8 "Companies Acts"	has the meaning given to it in section 2 of the Companies Act 2006;
1.9 "electronic form" and "electronic means"	have the meanings respectively given to them in the Companies Act 2006;
1.10 "financial expert"	an individual, company or firm who is authorised to give investment advice under the Financial Services and Markets Act 2000;
1.11 "hard copy" and "hard"	have the meanings respectively given to them in the

- copy form"** Companies Act 2006;
- 1.12 **"Hour"** any full period of an hour but not including any part of a day that is a Saturday, Sunday or Bank Holiday in England;
- 1.13 **"Memorandum"** the Memorandum of Association of the Company;
- 1.14 **"Secretary"** the secretary of the Company (if any);
- 1.15 **"Subsidiary Company"** any company in which the Company holds more than 50% of the shares, controls more than 50% of the voting rights attached to the shares or has the right to appoint a majority of the board of the company; and
- 1.16 **"Director" and "Directors"** the Director and Directors as defined in the Companies Acts.
2. In these Articles and the Memorandum:
- 2.1 Subject to Article 2.2, any reference in these Articles or the Memorandum to an enactment includes a reference to that enactment as re-enacted or amended from time to time and to any subordinate legislation made under it.
- 2.2 Unless the context otherwise requires, words or expressions contained in the Articles bear the same meaning as in the Companies Act 2006 as in force on the date when these Articles became binding on the Company;
- 2.3 The provisions of the Memorandum to the extent that they could have been contained in the Articles shall take effect as though repeated in the Articles.

### **Members**

3. The Directors from time to time shall be the only members of the Company. A Director shall become a member on becoming a Director. A member shall cease to be a member if he or she ceases to be a Director. Membership shall not be transferable and shall cease on death.

### **Associate Members**

4. The Directors may establish such classes of associate membership with such description and with such rights and obligations (including without limitation the obligation to pay a subscription) as they think fit and may admit and remove such associate members in accordance with such regulations as the Directors shall make provided that no such associate members shall be members of the Company for the purposes of the Articles or the Companies Acts.

### **Patrons**

5. The Directors may appoint and remove any individual(s) as patron(s) of the Company and on such terms as they shall think fit. A patron shall have the right to be given notice of, to attend and speak (but not vote) at any members' general meeting of the Company as if a member and shall also have the right to receive accounts of the Company when available to members.

## **Directors**

### ***Number of Directors***

6. There shall be at least three Directors.

### ***Appointment, retirement, removal and disqualification of Directors***

7. The subscribers to the Memorandum shall be the first Directors.
8. Subject to Article 7, Directors shall be appointed by resolution of the Directors.
9. Each Director shall retire from office at the third annual retirement meeting following the commencement of his or her term of office. The retirement takes effect at the conclusion of the meeting.
10. The annual retirement meeting shall be the meeting of the Directors at which the accounts of the Company are adopted.
11. Retiring Directors may be reappointed but a Director who has served for two consecutive terms of office can only be reappointed by unanimous resolution of the Directors.
12. If the retirement of a Director under Article 9 causes the number of Directors to fall below that set out in Article 6 then the retiring Director shall remain in office until a new appointment is made.
13. No person may be appointed as a Director:
  - 13.1 unless he or she has attained the age of 18 years; or
  - 13.2 in circumstances such that, had he or she already been a Director, he or she would have been disqualified from acting under the provisions of the Articles.
14. The office of a Director shall be vacated if:
  - 14.1 he or she ceases to be a Director by virtue of any provision of the Companies Acts or he or she becomes prohibited by law from being a Director;
  - 14.2 he or she becomes bankrupt or makes any arrangement or composition with his or her creditors generally;
  - 14.3 he or she resigns by notice to the Company (but only if at least three Directors will remain in office when the notice of resignation is to take effect);
  - 14.4 he or she fails to attend three consecutive meetings of the Directors and the Directors resolve that he or she be removed for this reason;
  - 14.5 at a meeting of the Directors at which at least half of the Directors are present, a resolution is passed that he or she be removed from office. Such a resolution shall not be passed unless the Director has been given at least 14 clear days' notice that the resolution is to be proposed, specifying the circumstances alleged to justify removal from office, and has been afforded a reasonable opportunity of being heard by or of making written representations to the Directors; or
  - 14.6 he or she ceases to be a member of the Company.

### ***Powers of Directors***

15. Subject to the Companies Acts, the Memorandum and the Articles, the business of the Company shall be managed by the Directors who may exercise all the powers of the Company. No alteration of the Memorandum or Articles shall invalidate any prior act of the Directors which would have been valid if that alteration had not been made. 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 the Directors at which a quorum is present may exercise all powers exercisable by the Directors.
16. The continuing Directors or a sole continuing Director may act despite any vacancies in their number but while there are fewer Directors than required for a quorum the Directors may only act for the purpose of increasing the number of Directors.
17. All acts done by a person acting as a Director shall, even if afterwards discovered that there was a defect in his or her appointment or that he or she was disqualified from holding office or had vacated office, be as valid as if such person had been duly appointed and was qualified and had continued to be a Director.
18. Subject to the Articles the Directors may regulate their proceedings as they think fit.

### ***Chair***

19. The Directors may appoint one of their number to be the chair of the Directors and may at any time remove him or her from that office.

### ***Delegation of Directors' powers***

20. 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.
21. The Directors may delegate any of their powers or functions to any committee or the implementation of any of their resolutions and day to day management of the affairs of the Company to any person or committee in accordance with the conditions set out in these Articles.

### ***Delegation to committees***

22. In the case of delegation to committees:
  - 22.1 the resolution making that delegation shall specify those who shall serve or be asked to serve on such committee (although the resolution may allow the committee to make co-options up to a specified number);
  - 22.2 the composition of any such committee shall be entirely in the discretion of the Directors and may comprise such of their number (if any) as the resolution may specify;
  - 22.3 the deliberations of any such committee shall be reported regularly to the Directors and any resolution passed or decision taken by any such committee shall be reported promptly to the Directors and for that purpose every committee shall appoint a secretary;
  - 22.4 all delegations under this Article shall be variable or revocable at any time;

- 22.5 the Directors may make such regulations and impose such terms and conditions and give such mandates to any such committee as they may from time to time think fit; and
- 22.6 no committee shall knowingly incur expenditure or liability on behalf of the Company except where authorised by the Directors or in accordance with a budget which has been approved by the Directors.
23. For the avoidance of doubt, the Directors may delegate all financial matters to any committee and may empower such committee to resolve upon the operation of any bank account according to such mandate as it shall think fit whether or not requiring a signature of any Director.
24. The meetings and proceedings of any committee shall be governed by the Articles regulating the meetings and proceedings of the Directors so far as applicable and not superseded by any regulations made by the Directors.

#### ***Delegation of day to day management powers***

25. In the case of delegation of the day to day management of the Company to a chief executive or other manager or managers:
- 25.1 the delegated power shall be to manage the Company by implementing the policy and strategy adopted by and within a budget approved by the Directors and if applicable to advise the Directors in relation to such policy, strategy and budget;
- 25.2 the Directors shall provide the manager with a description of his or her role and the extent of his or her authority; and
- 25.3 the manager shall report regularly to the Directors on the activities undertaken in managing the Company and provide them regularly with management accounts sufficient to explain the financial position of the Company.

#### **Meetings**

##### **Directors' meetings**

26. Two Directors may (and the Secretary, if any, shall at the request of two Directors) call a Directors' meeting at any time.

##### **Members' general meetings**

27. Any two Directors may (and the Secretary, if any, shall at the request of two Directors) call a members' general meeting at any time.

##### ***Length of notice***

28. Subject to Article 29, a members' general meeting shall be called by at least 14 clear days' notice unless the Companies Acts require a longer notice period.
29. A members' general meeting may be called by shorter notice if it is so agreed by a majority of the members having a right to attend and vote at that meeting. Any such majority shall together represent at least 90% of the total voting rights at that meeting of all the members.

30. A Directors' meeting shall be called by at least seven clear days' notice unless either:-
- 30.1 all the Directors agree; or
- 30.2 urgent circumstances require shorter notice.

***Contents of notice***

31. Every notice calling a meeting shall specify the place, day and time of the meeting, whether it is a Directors' or members' annual general or general meeting, and the general nature of the business to be transacted. If a special resolution is to be proposed at a members' general meeting, the notice shall include the proposed resolution and specify that it is proposed as a special resolution.
32. In every notice calling a members' general meeting of the Company there must appear with reasonable prominence a statement informing the member of his or her rights to appoint another person as his or her proxy at a members' general meeting.

***Service of notice***

33. Notice of meetings shall be given to each Director and in the case of members' general meetings notice shall also be given to any patron(s) and to the auditors of the Company.

***Manner of serving notice***

34. Notice of meetings shall be given in accordance with Articles 75 to 79.

***Quorum***

35. No business shall be transacted at any meeting unless a quorum is present. At Directors' meetings two people present in person and entitled to vote shall be a quorum. At members' meetings two people present in person or by proxy and entitled to vote shall be a quorum. If a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the Directors may determine and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting those present and entitled to vote shall be a quorum.

***Chair***

36. The chair, if any, of the Directors or in his or her absence another Director nominated by the Directors present shall preside as chair of each meeting. (For the avoidance of doubt a proxy holder who is not a Director shall not be entitled to be appointed chair.)

***Adjournment***

37. The chair 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.

38. When a members' general 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.

#### ***Voting at Directors' meetings***

39. At a Directors' meeting every person present in person and entitled to vote shall have one vote.
40. A resolution put to the vote of a Directors' meeting shall be decided on a show of hands.
41. Questions arising at a Directors' meeting shall be decided by a majority of votes. In the case of an equality of votes, the chair shall be entitled to a casting vote in addition to any other vote he or she may have.

#### ***Voting at members' general meetings***

42. A resolution put to the vote of a members' general 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 Companies Acts, a poll may be demanded:
- 42.1 by the chair; or
- 42.2 by any person who, by virtue of being appointed proxy for one or more members entitled to attend and vote at the meeting, holds two or more votes; or
- 42.3 by at least two members present in person or by proxy and having the right to vote at the meeting; or
- 42.4 by a member or members present in person or by proxy representing at least one-tenth of the total voting rights of all the members having the right to vote at the meeting.
43. Unless a poll is duly demanded a declaration by the chair 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.
44. The demand for a poll may, before the poll is taken, be withdrawn but only with the consent of the chair 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.
45. A poll shall be taken as the chair directs and he or she 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.
46. A poll demanded on the election of the chair 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 chair 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.

47. 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.
  48. 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 chair whose decision shall be final and binding.
  49. On a show of hands every person and entitled to vote shall have a maximum of one vote. On a poll, every member present in person or by proxy shall have one vote. In the case of an equality of votes, whether on a show of hands or on a poll, the chair shall not be entitled to a casting vote in addition to any other vote he or she may have.
  50. The appointment of a proxy shall be in such form as is usual or which the Directors may approve.
  51. Unless the appointment of a proxy indicates otherwise, it must be treated as:
    - 51.1 allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting, and
    - 51.2 appointing that person as a proxy in relation to any adjournment of the members' general meeting to which it relates as well as the meeting itself.
  52. The appointment of a proxy and any authority under which it is executed or a copy of such authority in some way approved by the Directors may:
    - 52.1 in the case of an instrument in writing be deposited at the registered office of the Company 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 at least 48 Hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote; or
    - 52.2 in the case of an appointment sent by electronic means, where an address has been specified for the purpose of receiving documents or information by electronic means:
      - 52.2.1 in the notice convening the meeting, or
      - 52.2.2 in any instrument of proxy sent out by the Company in relation to the meeting, or
      - 52.2.3 in any invitation to appoint a proxy issued by the Company in relation to the meeting which is sent by electronic means,
- 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;

52.3 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 at least 24 Hours before the time appointed for the taking of the poll; or

52.4 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 chair or to the Secretary (if any) or to any Director;

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

53. An appointment of a proxy may be revoked by delivering to the Company a notice given by or on behalf of the person by whom or on whose behalf the proxy notice was given. A notice revoking the appointment of a proxy only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates. Attendance by a member in person at a meeting automatically revokes any appointment of a proxy by that member.

#### ***Virtual meetings of Directors***

54. A Directors' meeting may be held by telephone or by televisual or other electronic or virtual means agreed by resolution of the Directors in which all participants may communicate simultaneously with all other participants.

#### **Decisions without a meeting**

##### ***Written members' resolutions***

55. Subject to Article 56, a written resolution of the members of the Company passed in accordance with these Articles 55 to 60 shall have effect as if passed by the Company in a members' general meeting.

55.1 A written resolution is passed as an ordinary resolution if it is passed by a simple majority of the total voting rights of eligible members.

55.2 A written resolution is passed as a special resolution if it is passed by members representing not less than 75% of the total voting rights of eligible members. A written resolution is not a special resolution unless it states that it was proposed as special resolution.

55.3 In relation to a resolution proposed as a written resolution of the Company the eligible members are the members who would have been entitled to vote on the resolution on the circulation date of the resolution.

56. A members' resolution under the Companies Acts removing a Director or an auditor before the expiration of his or her term of office may not be passed as a written resolution.

57. A copy of the written resolution must be sent to every member together with a statement informing the member how to signify their agreement to the resolution and the date by which the resolution must be passed if it is not to lapse. Communications in relation to written resolutions shall be sent to the Company's auditors in accordance with the Companies Acts.

58. A member signifies their agreement to a proposed written resolution when the Company receives from him or her an authenticated document identifying the resolution to which it relates and indicating his or her agreement to the resolution.
- 58.1 If the document is sent to the Company in hard copy form, it is authenticated if it bears the member's signature.
- 58.2 If the document is sent to the Company by electronic means, it is authenticated if it bears the member's signature or if it is from an email address specified by the member to the Company for the purposes of receiving documents or information by electronic means.
59. A written resolution is passed when the required majority of eligible members have signified their agreement to it.
60. A proposed written resolution lapses if it is not passed within 28 days beginning with the circulation date.

### ***Directors' decision-making***

61. The Directors may take a unanimous decision without a Directors' meeting by indicating to each other by any means, including without limitation by electronic means, that they share a common view on a matter. Such a decision may, but need not, take the form of a resolution in writing, copies of which have been signed by each Director or to which each Director has otherwise indicated agreement in writing.
62. A decision which is made in accordance with Article 61 shall be as valid and effectual as if it had been passed at a meeting duly convened and held, provided the following conditions are complied with:
- 62.1 Approval from each Director must be received by one person being either such person as all the Directors shall have nominated in advance for that purpose or such other person as volunteers if necessary ("the Recipient"), which person may, for the avoidance of doubt, be one of the Directors;
- 62.2 Following receipt of response from all of the Directors, the recipient shall communicate to all of the Directors by any means whether the resolution has been formally approved by the Directors in accordance with Article 61;
- 62.3 The date of the decision shall be the date of the communication from the Recipient confirming formal approval;
- 62.4 The Recipient shall prepare a minute of the decision in accordance with Article 73.

### ***Conflicts of interest***

63. Whenever a Director finds himself or herself in a situation that is reasonably likely to give rise to a Conflict of Interest, he or she must declare his or her interest to the Directors unless, or except to the extent that, the other Directors are or ought reasonably to be aware of it already.
64. Whenever a matter is to be discussed at a meeting or decided in accordance with Article 61 and a Director has a Conflict of Interest in respect of that matter then, subject to Article 66, he or she must:

- 64.1 remain only for such part of the meeting as in the view of the other Directors is necessary to inform the debate;
- 64.2 not be counted in the quorum for that part of the meeting; and
- 64.3 withdraw during the vote and have no vote on the matter.
- 65. If any question arises as to whether a Director has a Conflict of Interest, the question shall be decided by a majority decision of the other Directors.

#### **Directors' power to authorise a conflict of interest**

- 66. The Directors may (subject to such terms as they may impose from time to time, and subject always to their right to vary or terminate such authorisation) authorise, to the fullest extent permitted by law:
  - 66.1 any matter which would otherwise result in a Director infringing his or her duty to avoid a situation in which he or she has a Conflict of Interest; and
  - 66.2 the manner in which a Conflict of Interest arising out of any Director's office, employment or position may be dealt with and, for the avoidance of doubt, they may modify or dispense with the requirements in Article 64 provided that when deciding to give such authorisation the provisions of Article 64 shall be complied with;

provided that nothing in this Article 66 shall have the effect of allowing the Directors to authorise a benefit that is not permitted in accordance with the Memorandum.
- 67. If a matter, or office, employment or position, has been authorised by the Directors in accordance with Article 66 then the Director may absent himself or herself from meetings of the Directors at which anything relating to that matter, or that office, employment or position, will or may be discussed.
- 68. A Director shall not be accountable to the Company for any benefit which he or she derives from any matter, or from any office, employment or position, which has been authorised by the Directors in accordance with Article 66 (subject to any limits or conditions to which such approval was subject).
- 69. When a Director has a Conflict of Interest which he or she has declared to the Directors, he or she shall not be in breach of his or her duties to the Company by withholding confidential information from the Company if to disclose it would result in a breach of any other duty or obligation of confidence owed by him or her.

#### **Register of Directors' interests**

- 70. The Directors shall cause a register of Directors' interests to be kept. A Director must declare the nature and extent of any interest, direct or indirect, which s/he has in a proposed transaction or arrangement with the Company or in any transaction or arrangement entered into by the Company which has not previously been declared.

#### **Irregularities**

- 71. The proceedings at any meeting or on the taking of any poll or the passing of a written resolution or the making of any decision shall not be invalidated by reason of

any accidental informality or irregularity (including any accidental omission to give or any non-receipt of notice) or any want of qualification in any of the persons present or voting or by reason of any business being considered which is not specified in the notice unless a provision of the Companies Acts specifies that such informality, irregularity or want of qualification shall invalidate it.

## **General**

### ***Secretary***

72. A Secretary may be appointed by the Directors for such term at such remuneration and upon such conditions as they may think fit, and may be removed by them. If there is no Secretary:
- 72.1 anything authorised or required to be given or sent to, or served on, the Company by being sent to its Secretary may be given or sent to, or served on, the Company itself, and if addressed to the Secretary shall be treated as addressed to the Company; and
- 72.2 anything else required or authorised to be done by or to the Secretary of the Company may be done by or to a Director, or a person authorised generally or specifically in that behalf by the Directors.

### ***Minutes***

73. The Directors shall cause minutes to be made in books kept for the purpose:
- 73.1 of all appointments of officers made by the Directors;
- 73.2 of all resolutions of the Company and of the Directors; and
- 73.3 of all proceedings at meetings of the Company and of the Directors, and of committees of Directors, including the names of the Directors present at each such meeting;

and any such minute, if purported to be signed (or in the case of minutes of Directors' meetings signed or authenticated) by the chair of the meeting at which the proceedings were had, or by the chair of the next succeeding meeting, shall, as against any member or Director of the Company, be sufficient evidence of the proceedings. The minutes must be kept for at least ten years from the date of the meeting, resolution or decision.

### ***Records and accounts***

74. The Directors shall comply with the requirements of the Companies Acts and of the Charities Act 1993 as to maintaining a members' register, keeping financial records, the audit or examination of accounts and the preparation and transmission to the Registrar of Companies:
- 74.1 annual reports;
- 74.2 annual returns;
- 74.3 annual statements of account.

### ***Communications by and to the Company***

75. Subject to the provisions of the Companies Acts and these Articles:
- 75.1 a document or information (including any notice) to be given, sent or supplied to any person pursuant to the Articles may be given, sent or supplied in hard copy form or in electronic form;
- 75.2 a document or information (including any notice) may only be given, sent or supplied in electronic form where the recipient has agreed (generally or specifically) that the document or information may be sent in that form and has not revoked that agreement.
- 75.3 Any document or information (including any notice) sent to a member under the Articles may be sent to the member's postal address as shown in the Company's register of members or (in the case of documents or information sent by electronic means) to an address specified for the purpose by the member.
76. Any document to be served on the Company or on any officer of the Company under the Articles may only be served:
- 76.1 in the case of documents in hard copy form, by sending or delivering them to the Company's registered office or delivering them personally to the officer in question; or
- 76.2 in the case of documents in electronic form, by sending them by electronic means:
- 76.2.1 to an address notified to the members for that purpose; and
- 76.2.2 from an address previously notified to the Company by the member for the purpose of sending and receiving documents and information.
77. A member present in person or by proxy at any meeting of the Company shall be deemed to have received notice of the meeting and, where requisite, of the purpose for which it was called.
78. Where a document or information is sent or supplied under the Articles:
- 78.1 Where the document or information is sent or supplied by post, service or delivery shall be deemed to be effected at the expiration of 48 hours after the envelope containing it was posted. In proving such service or delivery it shall be sufficient to prove that such envelope was properly addressed and posted.
- 78.2 Where the document or information is sent or supplied by electronic means to an address specified for the purpose by the intended recipient, service or delivery shall be deemed to be effected on the same day on which it is sent or supplied. In proving such service it shall be sufficient to prove that it was properly addressed.
79. Where any document or information has been sent or supplied by the Company by electronic means and the Company receives notice that the message is undeliverable:
- 79.1 if the document or information has been sent to a member and is notice of a members' general meeting of the Company or a copy of the annual report and accounts of the Company, the Company is under no obligation to send a hard copy

of the document or information to the member's postal address as shown in the Company's register of members, but may in its discretion choose to do so; and

- 79.2 in all other cases, the Company will send a hard copy of the document or information to the member's postal address as shown in the Company's register of members, or in the case of a recipient who is not a member, to the last known postal address for that person.
- 79.3 The date of service or delivery of the documents or information shall be the date on which the original electronic communication was sent, notwithstanding the subsequent sending of hard copies.

#### ***Indemnity***

80. Without prejudice to any indemnity to which a Director may otherwise be entitled, every Director of the Company shall be indemnified out of the assets of the Company in relation to any liability incurred by him or her in that capacity but only to the extent permitted by the Companies Acts; and every other officer of the Company may be indemnified out of the assets of the Company in relation to any liability incurred by him or her in that capacity, but only to the extent permitted by the Companies Acts.

#### ***Winding-up***

81. The provisions of clauses 7 and 8 of the Memorandum relating to the winding-up or dissolution of the Company shall have effect and be observed as if the same were repeated in the Articles.


#### ***Exclusion of model articles***

82. The relevant model articles for a company limited by guarantee are hereby expressly excluded.


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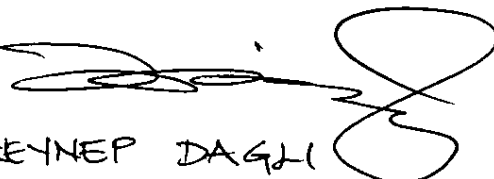
**Signatures, Names and Addresses of Subscribers**

---


1. Signature:   
Name: MICHAEL ACHTMAN  
Address: 49a Hillside Rd, London N15 6LH  
Date: 06-07-09

WITNESS to the above signature:

Signature:   
Name: KAREN MACDONALD  
Address: 316 VICARS HILL, LONDON, SE13 7JB  
Occupation: ARTS ADMINISTRATOR

2. Signature:   
Name: ZEYNEP DAGLI  
Address: FLAT 4, 17 FORTIS GREEN, EAST FINCHLEY  
Date: 06.07.2009 N2 9JN, LONDON

WITNESS to the above signature:

Signature:   
Name: KAREN MACDONALD  
Address: 316 VICARS HILL, LONDON, SE13 7JB  
Occupation: ARTS ADMINISTRATOR

3. Signature: A. Helin

Name: AOA HELIN

Address: 25 PARK ROAD, BOUNDS GREEN, N11 2QE

Date: 6 JULY 2009

WITNESS to the above signature:

Signature: K MacDonald

Name: KAREN MACDONALD

Address: 31b VICARS HILL, LONDON, SE13 7JB

Occupation: ARTS ADMINISTRATOR

4. Signature: 

Name:

QAGLAR KIMYONCH

Address: 49 A HILLSIDE ROAD, LONDON N15 6LU

Date: 06-07-2009

WITNESS to the above signature:

Signature: K MacDonald

Name: KAREN MACDONALD

Address: 31b VICARS HILL, LONDON, SE13 7JB

Occupation: ARTS ADMINISTRATOR

**The Companies Acts 1985 to 2006**  
**Company Limited by Guarantee and Not Having a Share Capital**

---

**Memorandum**  
**and**  
**Articles of Association**  
**of**  
**filmpro Limited**

---

**Bates Wells & Braithwaite London LLP**  
**2-6 Cannon Street**  
**London EC4M 6YH**  
**(Telephone: 020 7551 7777)**  
**[www.bwbllp.com](http://www.bwbllp.com)**  
**EC/199999/0371**



**Companies House**

— for the record —

10

**Please complete in typescript,  
or in bold black capitals.**

**CHWP000**

Notes on completion appear on final page

**First directors and secretary and intended situation of  
registered office**

**Company Name in full**

FILMPRO LIMITED

**Proposed Registered Office**

(PO Box numbers only, are not acceptable)

STUDIO 8.1

1-15 CREMER STREET

**Post town**

LONDON

**County / Region**

**Postcode**

E2 8HD

If the memorandum is delivered by an agent  
for the subscriber(s) of the memorandum  
mark the box opposite and give the agent's  
name and address.

**Agent's Name**

**Address**

**Post town**

**County / Region**

**Postcode**

**Number of continuation sheets attached**

2

You do not have to give any contact  
information in the box opposite but if  
you do, it will help Companies House  
to contact you if there is a query on  
the form. The contact information  
that you give will be visible to  
searchers of the public record.

**Tel**

**DX number**

**DX exchange**

Companies House receipt date barcode  
**This form has been provided free of charge  
by 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, 139 Fountainbridge, Edinburgh, EH3 9FF  
for companies registered in Scotland

DX 235 Edinburgh  
or LP - 4 Edinburgh 2

## Company Secretary (see notes 1-5)

Company name			
NAME	*Style / Title	*Honours etc	
Forename(s)			
Surname			
Previous forename(s)			
Previous surname(s)			
Address **			
Post town			
County / Region		Postcode	
Country			
I consent to act as secretary of the company named on page 1			
Consent signature		Date	

## Directors (see notes 1-5)

Please list directors in alphabetical order

NAME	*Style / Title	*Honours etc					
Forename(s)		MICHAEL					
Surname		ACHTMAN					
Previous forename(s)							
Previous surname(s)							
Address **		49 A HILLSIDE ROAD					
Post town		LONDON					
County / Region		Postcode	N15 6LU				
Country		UNITED KINGDOM					
Date of birth		Day	Month	Year	Nationality	Canadian	
		1	6	12	19	61	
Business occupation		Filmmaker / Access Coordinator					
Other directorships							
I consent to act as director of the company named on page 1							
Consent signature		Michael Ache		Date	06-07-09		

# Company Secretary (see notes 1-5)

# Form 10 Continuation Sheet

CHWP000

Company Name

NAME \*Style / Title

\*Honours etc

\* Voluntary details

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

Address †

† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address

Post town

County / Region

Postcode

Country

I consent to act as secretary of the company named on page 1

Consent signature

Date

## Directors (see notes 1-5)

Please list directors in alphabetical order

NAME \*Style / Title

\*Honours etc

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

Address †

† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address

Post town

County / Region

Postcode

Country

Day Month Year

Date of birth

Nationality

Business occupation

Other directorships

I consent to act as director of the company named on page 1

Consent signature

Date

## Company Secretary (see notes 1-5)

NAME \*Style / Title

\*Honours etc

\* Voluntary details

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

Address †

† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address

Post town

County / Region

Postcode

Country

I consent to act as secretary of the company named on page 1

Consent signature

Date

## Directors (see notes 1-5)

Please list directors in alphabetical order

NAME \*Style / Title

\*Honours etc

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

Address †

† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address

Post town

County / Region

Postcode

Country

Day Month Year

Date of birth

Nationality

Business occupation

Other directorships


I consent to act as director of the company named on page 1

Consent signature

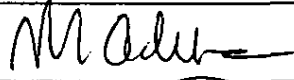
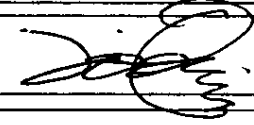
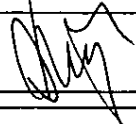
Date

## Directors (see notes 1-5)

Please list directors in alphabetical order

NAME	*Style / Title	MR	*Honours etc	
	Forename(s)	CAGLAR		
	Surname	KIMYONCU		
	Previous forename(s)			
	Previous surname(s)			
Address <input type="checkbox"/>	49A HILLSIDE ROAD			
	Post town	LONDON		
	County / Region		Postcode	N15 6LU
	Country	UNITED KINGDOM		
	Date of birth	Day Month Year	Nationality	TURKISH/BRITISH
	Business occupation	ARTIST/CONSULTANT		
	Other directorships	FULL CIRCLE ARTS (2005-2007)		
	I consent to act as director of the company named on page 1			
	Consent signature		Date	06/07/09

This section must be signed by either an agent on behalf of all subscribers or the subscribers (i.e. those who signed as members on the memorandum of association).

Signed		Date	06-07-09
Signed		Date	06/07/09
Signed	A. Aladin	Date	6 JULY 2009
Signed		Date	06-07-2009
Signed		Date	
Signed		Date	
Signed		Date	



**Companies House**

— for the record —

# 12

Please complete in typescript,  
or in bold black capitals.

CHWP000

## Declaration on application for registration

**Company Name in full**

FILMPRO LIMITED

I, ERICA CRUMP

of BATES WELLS & BRAITHWAITE

† Please delete as appropriate.

do solemnly and sincerely declare that I am a † [Solicitor engaged in the formation of the company][person named as director or secretary of the company in the statement delivered to the Registrar under section 10 of the Companies Act 1985] and that all the requirements of the Companies Act 1985 in respect of the registration of the above company and of matters precedent and incidental to it have been complied with.

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

**Declarant's signature**

*E. Crump*

**Declared at**

ONE ST. PAUL'S CHURCHYARD, LONDON EC4M 8SH

Day Month Year

**On**

21.07.2019

① Please print name.

**before me ①**

CATHERINE ROBINSON, SOLICITOR

**Signed**

*[Signature]*

**Date**

20.07.2009

† A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

ERICA CRUMP, BATES WELLS & BRAITHWAITE

2-6 CANNON ST. LONDON

EC4M 6YH

Tel 0207 551 7777

DX number

DX exchange

Companies House receipt date barcode

*This form has been provided free of charge  
by Companies House.*

Form revised 10/03

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, 139 Fountainbridge, Edinburgh, EH3 9FF  
for companies registered in Scotland

DX 235 Edinburgh  
or LP - 4 Edinburgh 2