

Company number: 09063187

THE ONLINE PRODUCTION OFFICE LIMITED

WRITTEN RESOLUTION

Circulation Date 28 March 2019

Pursuant to Chapter 2 of Part 13 of the Companies Act 2006, the directors of the Company propose that the following resolutions be passed as an Ordinary Resolution of the Company ("**Resolution**"):

ORDINARY RESOLUTION


"That certain of the company's issued share capital be re-designated as follows:


- 1 'A' Ordinary £1 shares held in the name of Harriet Emily Officer is re-designated as 1 Ordinary 'B' £1 share

And there be attached to the re-designated share the rights and conditions set out in the Articles of Association ranking pari passu with the existing A Ordinary £1 shares and B Ordinary £1 shares, as set out therein."

AGREEMENT

The undersigned, the persons entitled to vote on the above Resolution on 28 March 2019 hereby irrevocably agree to the Resolution as indicated above:


.....
Jill Gabillard
Director


.....
Harriet Emily Officer
Director

Date: 28 March 2019

SATURDAY



A29 *A83C1F6Q* #13
13/04/2019
COMPANIES HOUSE

The Online Production Office Limited - 09063187

Minutes of Shareholders' written resolution

We, the undersigned, being the shareholders of the company:

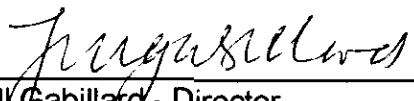
1. **Re-designation of Ordinary Shares**

Resolve that 1 A Ordinary £1 Share in the name of Harriet Emily Officer be re-designated as 1 B Ordinary £1 Share and that the new share will rank pari passu in all respects with the existing A Ordinary £1 Shares and B Ordinary £1 shares in accordance with the existing Articles of Association adopted by the company.

2. **Completion of forms and filing at Companies House**

Will arrange for the appropriate forms to be prepared, signed and filed at Companies House to reflect the above re-designation.

Dated: 28 March 2019



Jill Gabillard - Director



Harriet Emily Officer - Director

SAT