

COMPANIES HOUSE
FEE PAID
BELFAST

In accordance with
Section 853A of the
Companies Act 2006.

CS01

Confirmation statement



Go online to file this information
www.gov.uk/companieshouse

A fee may be payable
Please see 'How to pay'

☒ **What this form is for**
You may use this form to confirm
that the company has filed up to
date. You must file a confirmation
statement at least once every year.

☐ **What this form is NOT for**
You cannot use this form to
confirm changes to the company
of changes to the company
registered office address or
alternative inspection
(SAIL) information.



J5ZHOQ49

JNI 03/02/2017 #24

COMPANIES HOUSE

J5Z7P0UJ

JNI 30/01/2017 #18

COMPANIES HOUSE

J5YIPSKO

JNI 20/01/2017 #30

COMPANIES HOUSE

J5XW8IFQ

JNI 11/01/2017 #139

COMPANIES HOUSE

Before you start

You can check your company details for free on our online service:
www.beta.companieshouse.gov.uk

Change to your company information

If you need to make any changes to:

- Part 1 Principal business activities or standard industrial classification (SIC)
- Part 2 Statement of capital
- Part 3 Trading status of shares and exemption from keeping a register of people with significant control (PSC)
- Part 4 Shareholder information
- Part 5 Information about people with significant control (PSC)

Use the additional parts of this form to do this.

Other changes

If you need to make any
changes to:

- registered office address
- single alternative inspection
address (SAIL) and company
records
- officer appointments

You must do this separately
before or at the same time as this
confirmation statement.

1

Company details

Company number N 1 0 0 6 1 0 3

Company name in full CALVERT OFFICE EQUIPMENT LIMITED

→ Filling in this form

Please complete in typescript or in
bold black capitals.

2

Confirmation date

Please give the confirmation statement date. You must deliver this form within
14 days of this date. Please check your company records for the date of your
confirmation period.

Confirmation date 0 2 1 2 2 0 1 6

① Check when your confirmation statement is due

To check your confirmation
statement date:
www.beta.companieshouse.gov.uk

You can make a statement at
any time during the confirmation
period. This will change your next
confirmation date.

3

Confirmation statement

I confirm that all information required to be delivered by the company pursuant
to section 853A(1)(a) of the Companies Act 2006 in relation to the confirmation
period ending on the confirmation date above either has been delivered or is
being delivered with this statement.

Signature

Signature

X David Calvert X

This form may be signed by:
Director^②, Secretary, Person authorised^③, Charity commission receiver and
manager, CIC manager, Judicial factor.

② Societas Europaea

If the form is being filed on behalf
of a Societas Europaea (SE) please
delete 'director' and insert details
of which organ of the SE the person
signing has membership.

③ Person authorised

Under either section 270 or 274 of
the Companies Act 2006.

COMPANIES HOUSE

30 JAN 2017

BELFAST

COMPANIES HOUSE

03 FEB 2017

COMPANIES HOUSE
05/16 version 1.0

20 JAN 2017

BELFAST

CS01- additional information page

Confirmation statement

Part 1

Standard industrial classification (SIC) code change

Only use this part to tell us of any changes to your standard industrial classification codes during this confirmation period.

✓ **This part must be sent at the same time as your confirmation statement.**

✗ **Do not send this part if none of your SIC codes have changed.**

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

Standard industrial classification (SIC)
To check your current SIC code(s):
www.beta.companieshouse.gov.uk

A1

New standard industrial classification code ^①

Please show any new SIC codes.

| | | | | | |
|-----------------------|---|---|---|---|---|
| Classification code 1 | 8 | 2 | 9 | 9 | 0 |
| Classification code 2 | | | | | |
| Classification code 3 | | | | | |
| Classification code 4 | | | | | |

If you cannot determine a code, please give a brief description of the company's business activity below:

Principal activity description

THE COMPANY IS PRINCIPALLY ENGAGED IN THE SALE, HIRE
AND SERVICING OF REPROGRAPHIC EQUIPMENT,
PHOTOCOPIERS AND DIGITAL PRINTERS.

① Standard industrial classification
Provide a trade classification code (SIC code 2007) or a description of your company's main business in this section.

A full list of the trade classification codes are available on our website: www.gov.uk/companieshouse

A2

Removal of standard industrial classification

Please show any SIC codes which no longer apply.

| | | | | | |
|-----------------------|--|--|--|--|--|
| Classification code 1 | | | | | |
| Classification code 2 | | | | | |
| Classification code 3 | | | | | |
| Classification code 4 | | | | | |

CS01- additional information page

Confirmation statement

Part 2

Statement of capital change

Complete this part in full if there has been any change to your share capital or prescribed particulars since the last statement of capital was delivered.

✓ **This part must be sent at the same time as your confirmation statement.**

✗ **Not required for companies without share capital.**

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

You must complete both sections B1 and B2.

B1

Share capital

Complete the table(s) below to show the issued share capital.

Complete a separate table for each currency (if appropriate). For example, add pound sterling in 'Currency table A' and Euros in 'Currency table B'.

Continuation pages
Use a statement of capital continuation page if necessary.

| Currency Complete a separate table for each currency | Class of shares E.g. Ordinary/Preference etc. | Number of shares | Aggregate nominal value (£, €, \$, etc) Number of shares issued multiplied by nominal value | Total aggregate amount unpaid, if any (£, €, \$, etc) Including both the nominal value and any share premium |
|---|--|------------------|---|---|
|---|--|------------------|---|---|

Currency table A

| | | | | |
|---------------|-----------------|------|------|---|
| GBP | ORDINARY SHARES | 2088 | 2088 | |
| | | | | |
| | | | | |
| Totals | | 2088 | 2088 | 0 |

Currency table B

| | | | | |
|---------------|--|--|--|--|
| | | | | |
| | | | | |
| | | | | |
| Totals | | | | |

Currency table C

| | | | | |
|---------------|--|--|--|--|
| | | | | |
| | | | | |
| | | | | |
| Totals | | | | |

Totals (including continuation pages)

| Total number of shares | Total aggregate nominal value ❶ | Total aggregate amount unpaid ❶ |
|------------------------|---------------------------------|---------------------------------|
| 2088 | 2088 | 0 |

❶ Please list total aggregate values in different currencies separately. For example: £100 + €100 + \$10 etc.

CS01- additional information page
Confirmation statement

B2

Prescribed particulars

Please give the prescribed particulars of rights attached to each class of share shown in the 'share capital' tables in **Section B1**.

Prescribed particulars of rights attached to shares

The particulars are:

- a. particulars of any voting rights, including rights that arise only in certain circumstances;
- b. particulars of any rights, as respects dividends, to participate in a distribution;
- c. particulars of any rights, as respects capital, to participate in a distribution (including on winding up); and
- d. whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder.

A separate table must be used for each class of share.

Please use a prescribed particulars continuation page if necessary.

| | |
|----------------|-----------------|
| Class of share | Ordinary shares |
|----------------|-----------------|

| | |
|------------------------|---|
| Prescribed particulars | <p>Each share has:</p> <ul style="list-style-type: none"> -Full voting rights and - equal rights to dividends |
|------------------------|---|

| | |
|----------------|--|
| Class of share | |
|----------------|--|

| | |
|------------------------|--|
| Prescribed particulars | |
|------------------------|--|

| | |
|----------------|--|
| Class of share | |
|----------------|--|

| | |
|------------------------|--|
| Prescribed particulars | |
|------------------------|--|

CS01- additional information page

Confirmation statement

G1

Relevant legal entity (RLE) particulars

How to fill in this table

- Enter the particulars relating to this RLE currently entered in the PSC register in column 1
- Use column 2 to indicate information that was previously entered in the register (if applicable)
- Give the date of any change from previous to current information
- If you need to show more than one change to any of the particulars use a continuation page
- If you need to enter more than 1 date on which an RLE became (or ceased to be) registrable, use a continuation page

RLE details

| | 1) Current | 2) Previous | Date of change |
|------------------------|-----------------------|-------------|----------------|
| Corporate or firm name | ORBY HOLDINGS LIMITED | | / / |
| Building name/ number | 20 | | / / |
| Street | ORBY LINK | | |
| Post town | BELFAST | | |
| Postcode | B T 5 5 H U | | |
| Country | NORTHERN IRELAND | | |

Legal form and governing law

Please give details of the legal form of the RLE and the law by which it is governed. If applicable, please also give details of the register of companies in which it is entered (including the country/state) and its registration number in that register.

| | 1) Current | 2) Previous | Date of change |
|---|-------------------------|-------------|----------------|
| Legal form of the corporate body or firm | PRIVATE LIMITED COMPANY | | / / |
| Governing law | COMPANIES ACT 2006 | | / / |
| If applicable, register in which the RLE is entered | COMPANIES HOUSE | | / / |
| Country/State | NORTHERN IRELAND | | / / |
| Registration number | NI623105 | | / / |

| | |
|---|---|
| Date that this RLE became registrable (This cannot be before 06/04/2016) | Date (if applicable) that this RLE ceased to be registrable |
| 0 6 2 0 1 6 | / / |

CS01- additional information page

Confirmation statement

G2

RLE nature of control

How to fill in this table

- Put a tick against the current nature of control relating to this RLE entered in the PSC register in column 1.
- Use column 2 to indicate any nature of control that was previously entered in the register.
- Show any changes in chronological order (starting with the most recent) and give the date of change from previous to current information.
- If you need to show more than 1 change, please use a continuation page.

| 1) Current (as at the confirmation statement date) | 2) Previous | Date of change |
|--|---|----------------|
| Nature of control Ownership of shares 1 The RLE holds, directly or indirectly, the following percentage of shares in the company (tick only one): <input type="checkbox"/> 1a) more than 25% but not more than 50% <input type="checkbox"/> 1b) more than 50% but less than 75% <input checked="" type="checkbox"/> 1c) 75% or more | Nature of control Ownership of shares <input type="checkbox"/> 1a <input type="checkbox"/> 1b <input type="checkbox"/> 1c | / / |
| Ownership of voting rights 2 The RLE holds, directly or indirectly, the following percentage of voting rights in the company (tick only one): <input type="checkbox"/> 2a) more than 25% but not more than 50% <input type="checkbox"/> 2b) more than 50% but less than 75% <input type="checkbox"/> 2c) 75% or more | Ownership of voting rights <input type="checkbox"/> 2a <input type="checkbox"/> 2b <input type="checkbox"/> 2c | / / |
| Ownership of right to appoint/remove directors <input type="checkbox"/> The RLE holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company | Ownership of right to appoint/remove directors <input type="checkbox"/> 3 | / / |

Only complete this section if none of the above apply

| 1) Current | 2) Previous | Date of change |
|--|--|----------------|
| <input type="checkbox"/> The RLE has the right to exercise, or actually exercises, significant influence or control over the company | <input type="checkbox"/> The RLE has the right to exercise, or actually exercises, significant influence or control over the company | / / |

CS01

Confirmation statement

**Presenter information**

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

Contact name

Company name GRANT THORNTON NI LLP

Address CLARENCE WEST BUILDING

2 CLARENCE STREET WEST

Post town BELFAST

County/Region ANTRIM

Postcode B T 2 7 G P

Country NORTHERN IRELAND

DX

Telephone 02895871050

**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have checked the company information that we hold.
- ☐ You have shown any relevant changes made to your information on the additional parts to this form or filed the appropriate form before or at the same time as this confirmation statement.
- ☐ You have signed the form.
- ☐ You have enclosed the correct fee if appropriate.

**How to pay**

You must include a £40 fee with the first Confirmation Statement you file each year. Further Confirmation Statements made in the same year don't require a fee.

Make cheques or postal orders payable to 'Companies House.'

**Important information**

All information on this form will appear on the public record, apart from information relating to usual residential addresses and day of birth.

**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:

For companies registered in England and Wales:
The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

For companies registered in Scotland:
The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF.
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post).

For companies registered in Northern Ireland:
The Registrar of Companies, Companies House,
Second Floor, The Linenhall, 32-38 Linenhall Street,
Belfast, Northern Ireland, BT2 8BG.
DX 481 N.R. Belfast 1.

**Further information**

For further information, please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse