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STATUTORY INSTRUMENTS

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**1999 No. 2356**

**COMPANIES**

**The Companies (Forms) (Amendment) Regulations 1999**

*Made - - - - 17th August 1999*

*Coming into force - - 13th September 1999*

The Secretary of State, in exercise of the powers conferred on him by sections 88(2), 288(2), 363(2) and 744(1) of the Companies Act 1985(2), and of all other powers enabling him in that behalf, hereby makes the following Regulations:

**1.—**(1) These Regulations may be cited as the Companies (Forms) (Amendment) Regulations 1999 and shall come into force on 13th September 1999.

(2) In these Regulations, references to a numbered section are to a section of the Companies Act 1985.

**2.—**(1) Forms 88(2), 288b and 363a in the Schedule to these Regulations, with such variations as circumstances require, are forms prescribed for the purposes of sections 88(2), 288(2) and 363(2) respectively.

(2) Form 363s in the Schedule to these Regulations, with such variations as circumstances require, is a form prescribed for the purposes of section 363(2), where the form has been delivered to a company by the registrar for the purposes of an annual return by that company.

**3.—**(1) Except to the extent specified in paragraph (2), the following forms are revoked—

- (a) form 88(2) in the Schedule to the Companies (Forms) (Amendment) Regulations 1988(3),
- (b) forms 288b and 363a in Schedule 2 to the Companies (Forms) (Amendment) Regulations 1995(4), and
- (c) forms 363b and 363s in Schedule 2 to the Companies (Forms) (No. 2) Regulations 1991(5).

(2) Notwithstanding paragraph (1), the forms mentioned in that paragraph may continue to be used for a return or notification delivered to the registrar before 13th September 2000.

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(1) See the definition of “prescribed” in section 744.

(2) 1985 c. 6; section 363 was substituted by section 139(1) of the Companies Act 1989 (c. 40).

(3) S. I. 1988/1359.

(4) S. I. 1995/736.

(5) S. I. 1991/1259.

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17th August 1999

*J. S. Holden*  
for Secretary of State  
Department of Trade and Industry

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SCHEDULE

# 88(2)

**Return of Allotment of Shares**

**Company Number**

**Company name in full**

**Shares allotted (including bonus shares):**

	From			To		
Date or period during which shares were allotted	Day	Month	Year	Day	Month	Year

Class of shares		
Number allotted		
Nominal value of each share		
Amount (if any) paid or due on each share		

*List the names and addresses of the allottees and the number of shares allotted to each overleaf*

**If the allotted shares have not been partly or wholly paid for in cash please state:**

% that each share is to be treated as paid up

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Consideration for which the shares were allotted


**When you have completed and signed the form 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

**Companies House, 37 Castle Terrace, Edinburgh EH1 2EB      DX 235 Edinburgh**  
For companies registered in Scotland

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**Names and addresses of the allottees**

Shareholder details	Shares and share class allotted	
Name _____ Address _____ _____ UK Postcode    L L L L L L L L	Class of shares allotted _____ _____ _____	Number allotted _____ _____ _____
Name _____ Address _____ _____ UK Postcode    L L L L L L L L	Class of shares allotted _____ _____ _____	Number allotted _____ _____ _____
Name _____ Address _____ _____ UK Postcode    L L L L L L L L	Class of shares allotted _____ _____ _____	Number allotted _____ _____ _____
Name _____ Address _____ _____ UK Postcode    L L L L L L L L	Class of shares allotted _____ _____ _____	Number allotted _____ _____ _____
Name _____ Address _____ _____ UK Postcode    L L L L L L L L	Class of shares allotted _____ _____ _____	Number allotted _____ _____ _____

Please enter the number of continuation sheet(s) (if any) attached to this form

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_  
A director / secretary / administrator / administrative receiver / receiver manager / receiver Please delete as appropriate

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

Tel
DX number                      DX exchange

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# 288b

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

## Terminating appointment as director or secretary (NOT for appointment (use Form 288a) or change of particulars (use Form 288c))

**Company Number**

**Company Name in full**

Date of termination of appointment 

Day	Month	Year
_	_	_ _

as director  as secretary

Please mark the appropriate box. If terminating appointment as a director and secretary mark both boxes.

**NAME** \*Style / Title  \*Honours etc

Please insert details as previously notified to Companies House.

Forename(s)

Surname

†Date of Birth 

Day	Month	Year
_	_	_ _

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

**Signed**  **Date**

\* Voluntary details.  
† Directors only.  
\*\* Delete as appropriate

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

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

Tel
DX number                      DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:  
**Companies House, Crown Way, Cardiff, CF14 3UZ    DX 33050 Cardiff**  
for companies registered in England and Wales    or  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland                      **DX 235 Edinburgh**

Form revised 1999

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# 363a

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

## Annual Return

**Company Number** \_\_\_\_\_

**Company Name in full** \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

**Date of this return**

The information in this return is made up to

Day Month Year  
\_\_\_\_/\_\_\_\_/\_\_\_\_

**Date of next return**

If you wish to make your next return to a date earlier than the anniversary of this return please show the date here. Companies House will then send a form at the appropriate time.

Day Month Year  
\_\_\_\_/\_\_\_\_/\_\_\_\_

**Registered Office**

Show here the address at the date of this return.

\_\_\_\_\_  
\_\_\_\_\_

*Any change of registered office must be notified on form 287.*

Post town \_\_\_\_\_

County / Region \_\_\_\_\_

UK Postcode \_\_\_\_\_

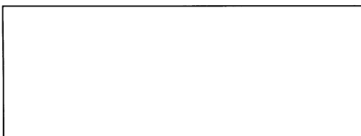
**Principal business activities**

Show trade classification code number(s) for the principal activity or activities.

\_\_\_\_\_  
\_\_\_\_\_

If the code number cannot be determined, give a brief description of principal activity.

\_\_\_\_\_  
\_\_\_\_\_



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

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for companies registered in England and Wales

**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**

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**Register of members**

If the register of members is not kept at the registered office, state here where it is kept.

Post town \_\_\_\_\_  
County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_

**Register of Debenture holders**

If there is a register of debenture holders, or a duplicate of any such register or part of it, which is not kept at the registered office, state here where it is kept.

Post town \_\_\_\_\_  
County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_

**Company type**

- Public limited company
- Private company limited by shares
- Private company limited by guarantee without share capital
- Private company limited by shares exempt under section 30
- Private company limited by guarantee exempt under section 30
- Private unlimited company with share capital
- Private unlimited company without share capital

Please tick the appropriate box

**Company Secretary**

Details of a new company secretary must be notified on form 288a.

*(Please photocopy this area to provide details of joint secretaries).*

\* Voluntary details.

If a partnership give the names and addresses of the partners or the name of the partnership and office address.

**Usual residential address** must be given. In the case of a corporation or a Scottish firm, give the registered or principal office address.

**Name** \* Style / Title \_\_\_\_\_  
Forename(s) \_\_\_\_\_  
Surname \_\_\_\_\_  
**Address** \_\_\_\_\_  
Post town \_\_\_\_\_  
County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_  
Country \_\_\_\_\_

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**Directors**

**Details of new directors must be notified on form 288a**

Please list directors in alphabetical order.

**Name** \* Style / Title \_\_\_\_\_  
 Day    Month    Year

**Directors** In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.

Date of birth \_\_\_\_\_  
 Forename(s) \_\_\_\_\_  
 Surname \_\_\_\_\_

**Address** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Usual residential address** must be given. In the case of a corporation or a Scottish firm, give the registered or principal office address.

Post town \_\_\_\_\_  
 County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_  
 Country \_\_\_\_\_ Nationality \_\_\_\_\_

**Business occupation** \_\_\_\_\_

\* Voluntary details.

**Name** \* Style / Title \_\_\_\_\_  
 Day    Month    Year

**Directors** In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.

Date of birth \_\_\_\_\_  
 Forename(s) \_\_\_\_\_  
 Surname \_\_\_\_\_

**Address** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Usual residential address** must be given. In the case of a corporation or a Scottish firm, give the registered or principal office address.

Post town \_\_\_\_\_  
 County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_  
 Country \_\_\_\_\_ Nationality \_\_\_\_\_

**Business occupation** \_\_\_\_\_



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## Directors

Details of new directors must be notified on form 288a

Please list directors in alphabetical order.

<b>Name</b>	* Style / Title	_____		
		Day	Month	Year
<b>Directors</b>	In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.	Date of birth	__ __ / __ __ / __ __ __ __	
		Forename(s)	_____	
		Surname	_____	
<b>Address</b>		_____		
		_____		
<b>Usual residential address</b>	must be given. In the case of a corporation or a Scottish firm, give the registered or principal office address.	Post town	_____	
		County / Region	UK Postcode	__ __ __ __ __ __
		Country	Nationality	_____
<b>Business occupation</b>		_____		

\* Voluntary details.

<b>Name</b>	* Style / Title	_____		
		Day	Month	Year
<b>Directors</b>	In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.	Date of birth	__ __ / __ __ / __ __ __ __	
		Forename(s)	_____	
		Surname	_____	
<b>Address</b>		_____		
		_____		
<b>Usual residential address</b>	must be given. In the case of a corporation or a Scottish firm, give the registered or principal office address.	Post town	_____	
		County / Region	UK Postcode	__ __ __ __ __ __
		Country	Nationality	_____
<b>Business occupation</b>		_____		

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**Directors**

Please list directors in alphabetical order.

**Details of new directors must be notified on form 288a**

**Directors** In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.

**Name** \* Style / Title \_\_\_\_\_  
 Day    Month    Year

Date of birth    \_\_\_\_\_  
 \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Forename(s) \_\_\_\_\_

Surname \_\_\_\_\_

**Address** \_\_\_\_\_  
 \_\_\_\_\_

Post town \_\_\_\_\_

County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_  
 \_\_\_\_\_

Country \_\_\_\_\_ Nationality \_\_\_\_\_

**Business occupation** \_\_\_\_\_

\* Voluntary details.

**Directors** In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.

**Name** \* Style / Title \_\_\_\_\_  
 Day    Month    Year

Date of birth    \_\_\_\_\_  
 \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Forename(s) \_\_\_\_\_

Surname \_\_\_\_\_

**Address** \_\_\_\_\_  
 \_\_\_\_\_

Post town \_\_\_\_\_

County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_  
 \_\_\_\_\_

Country \_\_\_\_\_ Nationality \_\_\_\_\_

**Business occupation** \_\_\_\_\_

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

<b>Issued share capital</b> Enter details of all the shares in issue at the date of this return.	<b>Class</b> <small>(e.g. Ordinary/Preference)</small>	<b>Number of shares issued</b>	<b>Aggregate Nominal Value</b> <small>(i.e. Number of shares issued multiplied by nominal value per share, or total amount of stock)</small>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>Totals</b>		_____	_____

**List of past and present shareholders**  
(Use attached schedule where appropriate)  
A full list is required if one was not included with either of the last two returns.

There were no changes in the period

on paper      in another format

A list of changes is enclosed

A full list of shareholders is enclosed

**Certificate**

I certify that the information given in this return is true to the best of my knowledge and belief.

**Signed**  **Date**

† Please delete as appropriate.

† a director /secretary

When you have signed the return send it with the fee to the Registrar of Companies. Cheques should be made payable to **Companies House**.

This return includes  continuation sheets.  
(enter number)

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Tel \_\_\_\_\_  
DX number \_\_\_\_\_ DX exchange \_\_\_\_\_

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**List of past and present shareholders  
Schedule to form 363a**

**Company Number** \_\_\_\_\_

**Company Name in full** \_\_\_\_\_  
\_\_\_\_\_

Shareholders' details	Class and number of shares or amount of stock held	Shares or amount of stock transferred <i>(if appropriate)</i>	
		Class and number of shares or amount of stock transferred	Date of registration of transfer
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			

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### List of past and present shareholders (Continued)

Company Number \_\_\_\_\_

Shareholders' details	Class and number of shares or amount of stock held	Shares or amount of stock transferred <i>(if appropriate)</i>	
		Class and number of shares or amount of stock transferred	Date of registration of transfer
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _			

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Form 363a Continuation Sheet

Company Number \_\_\_\_\_

Company Name in full \_\_\_\_\_  
\_\_\_\_\_

Company Secretary

Details of a new company secretary must be notified on form 288a.

(Please photocopy this area to provide details of joint secretaries).

\* Voluntary details.

If a partnership give the names and addresses of the partners or the name of the partnership and office address.

Usual residential address must be given. In the case of a corporation or a Scottish firm, give the registered or principal office address.

Name \* Style / Title \_\_\_\_\_  
Forename(s) \_\_\_\_\_  
Surname \_\_\_\_\_  
Address \_\_\_\_\_  
Post town \_\_\_\_\_  
County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_  
Country \_\_\_\_\_

Directors

Details of new directors must be notified on form 288a

Please list directors in alphabetical order.

Directors In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.

Usual residential address must be given. In the case of a corporation or a Scottish firm, give the registered or principal office address.

Name \* Style / Title \_\_\_\_\_  
Day Month Year  
Date of birth \_\_\_\_\_  
Forename(s) \_\_\_\_\_  
Surname \_\_\_\_\_  
Address \_\_\_\_\_  
Post town \_\_\_\_\_  
County / Region \_\_\_\_\_ UK Postcode \_\_\_\_\_  
Country \_\_\_\_\_ Nationality \_\_\_\_\_  
Business occupation \_\_\_\_\_

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## Directors

Please list directors in alphabetical order.

### Details of new directors must be notified on form 288a

**Directors** In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.

<b>Name</b>	* Style / Title	_____		
		Day	Month	Year
Date of birth		__	__	__
Forename(s)		_____		
Surname		_____		
<b>Address</b>		_____		
		_____		
<b>Usual residential address</b>		_____		
		_____		
Post town		_____		
County / Region		UK Postcode	__	__
			__	__
Country		Nationality	_____	
<b>Business occupation</b>		_____		

\* Voluntary details.

**Directors** In the case of a director that is a corporation or a Scottish firm, the name is the corporate or firm name.

<b>Name</b>	* Style / Title	_____		
		Day	Month	Year
Date of birth		__	__	__
Forename(s)		_____		
Surname		_____		
<b>Address</b>		_____		
		_____		
<b>Usual residential address</b>		_____		
		_____		
Post town		_____		
County / Region		UK Postcode	__	__
			__	__
Country		Nationality	_____	
<b>Business occupation</b>		_____		

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Company Name

# 363s Annual Return

Company Type

Company Number

Information extracted from  
Companies House records on

## Section 1: Company details

	Current details	Amended details
<p>➤ <b>Registered Office Address</b></p>		<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    L L L L    L L L L</p>
<p>➤ <b>Register of Members</b></p>	<p><b>Address where the Register is held</b></p>	<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    L L L L    L L L L</p>
<p>➤ <b>Register of Debenture Holders</b></p>		<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    L L L L    L L L L</p>
<p>➤ <b>Principal Business Activities</b></p>	<p><b>SIC Code    Description</b></p>	<p><b>SIC Code    Description</b></p> <p>L L L L    _____</p> <p>                  _____</p> <p>L L L L    _____</p> <p>                  _____</p> <p>L L L L    _____</p> <p>                  _____</p> <p>L L L L    _____</p> <p>                  _____</p>



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## Section 2: Details of Officers of the Company

	Current details	Amended details
<p>➤ <b>Company Secretary</b></p>	<p><b>Name</b></p> <p><b>Address</b></p>	<p>Name</p> <p>_____</p> <p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    L L L L    L L L</p> <p>Date of change L L / L L / L L</p> <p>Date ceased to be secretary (if applicable)                           L L / L L / L L</p>
<p>➤ <b>Director</b></p>	<p><b>Name</b></p> <p><b>Address</b></p> <p><b>Date of Birth</b></p> <p><b>Nationality</b></p> <p><b>Occupation</b></p>	<p>Name</p> <p>_____</p> <p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    L L L L    L L L</p> <p>Date of birth    L L / L L / L L</p> <p>Nationality     _____</p> <p>Occupation     _____</p> <p>Date of change L L / L L / L L</p> <p>Date ceased to be director (if applicable)                           L L / L L / L L</p>
<p>➤ <b>Director</b></p>	<p><b>Name</b></p> <p><b>Address</b></p> <p><b>Date of Birth</b></p> <p><b>Nationality</b></p> <p><b>Occupation</b></p>	<p>Name</p> <p>_____</p> <p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode    L L L L    L L L</p> <p>Date of birth    L L / L L / L L</p> <p>Nationality     _____</p> <p>Occupation     _____</p> <p>Date of change L L / L L / L L</p> <p>Date ceased to be director (if applicable)                           L L / L L / L L</p>

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## Section 2: Details of Officers of The Company (A)

Details of Officers	
<b>➤ Company Secretary</b>	
Forenames	_____
Surname or Corporate name	_____
Address (Usual Residential)	_____ _____ _____
UK Postcode	____ _
<b>➤ Director</b>	
Forenames	_____
Surname or Corporate name	_____
Address (Usual Residential)	_____ _____ _____
UK Postcode	____ _
Date of birth	__ / __ / __
Nationality	_____
Business Occupation	_____
<b>➤ Director</b>	
Forenames	_____
Surname or Corporate name	_____
Address (Usual Residential)	_____ _____ _____
UK Postcode	____ _
Date of birth	__ / __ / __
Nationality	_____
Business Occupation	_____

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### Section 3: Share Capital

	Current details	Amended details
➤ Issued Share Capital	<b>Class of share</b>	Class of share _____
	<b>Nominal value of each share</b>	Nominal value of each share _____
	<b>Number of shares issued</b>	Number of shares issued _____
	<b>Aggregate nominal value of issued shares</b>	Aggregate Nominal Value of issued shares _____
	<b>Class of share</b>	Class of share _____
	<b>Nominal value of each share</b>	Nominal value of each share _____
	<b>Number of shares issued</b>	Number of shares issued _____
	<b>Aggregate nominal value of issued shares</b>	Aggregate Nominal Value of issued shares _____
➤ Total shares issued and value	<b>Total number of shares issued</b>	Total number of shares issued _____
	<b>Total nominal value of shares issued</b>	Total Nominal value of issued shares _____

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**Section 3: Total Issued Share Capital**

**(B)**

Issued share capital details	
Class of share _____	Number of shares issued _____
	Aggregate Nominal Value of issued shares _____
Class of share _____	Number of shares issued _____
	Aggregate Nominal Value of issued shares _____
Class of share _____	Number of shares issued _____
	Aggregate Nominal Value of issued shares _____
Class of share _____	Number of shares issued _____
	Aggregate Nominal Value of issued shares _____
	Number of shares issued _____
	Aggregate Nominal Value of issued shares _____

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### Section 3: Total Issued Share Capital

(C)

Issued share capital details	Issued share capital details
Class of share _____	Number of shares issued _____ Aggregate Nominal Value of issued shares _____
Class of share _____	Number of shares issued _____ Aggregate Nominal Value of issued shares _____
Class of share _____	Number of shares issued _____ Aggregate Nominal Value of issued shares _____
Class of share _____	Number of shares issued _____ Aggregate Nominal Value of issued shares _____
	Number of shares issued _____ Aggregate Nominal Value of issued shares _____

**List of past and present shareholders** (Tick appropriate box)

- There were no changes during the period
- A list of changes is enclosed
- A full list of shareholders is enclosed

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**Section 3: Share Capital**

**(D)**

	Current details	Amended details
➤ <b>Issued Share Capital</b>	<b>Class of share</b>	Class of share _____
	<b>Nominal value of each share</b>	Nominal value of each share _____
	<b>Number of shares issued</b>	Number of shares issued _____
	<b>Aggregate nominal value of issued shares</b>	Aggregate Nominal Value of issued shares _____
	<b>Class of share</b>	Class of share _____
	<b>Nominal value of each share</b>	Nominal value of each share _____
	<b>Number of shares issued</b>	Number of shares issued _____
	<b>Aggregate nominal value of issued shares</b>	Aggregate Nominal Value of issued shares _____
➤ <b>Total shares issued and value</b>	<b>Total number of shares issued</b>	Total number of shares issued _____
	<b>Total nominal value of shares issued</b>	Total Nominal value of issued shares _____

**List of past and present shareholders** *(Tick appropriate box)*

- There were no changes during the period
- A list of changes is enclosed
- A full list of shareholders is enclosed

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

### Section 4: Details of Shareholders

Current details		Amended details		Shares transferred			
<b>Shareholder Name</b>  <b>Address</b>   <b>Shares held Class</b>	<b>Number</b>	Name					
		Address					
		UK Postcode					
		<b>Shares held Class</b>	<b>Number</b>		<b>Shares transferred by</b>	<b>Class</b>	<b>Number</b>
						/    /	
						/    /	
<b>Shareholder Name</b>  <b>Address</b>   <b>Shares held Class</b>	<b>Number</b>	Name					
		Address					
		UK Postcode					
		<b>Shares held Class</b>	<b>Number</b>		<b>Shares transferred by</b>	<b>Class</b>	<b>Number</b>
						/    /	
						/    /	
<b>Shareholder Name</b>  <b>Address</b>   <b>Shares held Class</b>	<b>Number</b>	Name					
		Address					
		UK Postcode					
		<b>Shares held Class</b>	<b>Number</b>		<b>Shares transferred by</b>	<b>Class</b>	<b>Number</b>
						/    /	
						/    /	

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**Section 4: Details of Current Shareholders (A)**

Shareholders' details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (if appropriate)	Date of registration of transfer (if appropriate)
Name _____ Address _____ _____ _____ UK Postcode    L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode    L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode    L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode    L L L L L L L			



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**Section 4: Details of New Shareholders & Transfers (A)(ii)**

Shareholders' details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (if appropriate)	Date of registration of transfer (if appropriate)
Name ..... Address ..... ..... ..... UK Postcode    L L L L L L L			
Name ..... Address ..... ..... ..... UK Postcode    L L L L L L L			
Name ..... Address ..... ..... ..... UK Postcode    L L L L L L L			
Name ..... Address ..... ..... ..... UK Postcode    L L L L L L L			

*Status:* This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Section 4B: Details of Former Shareholders**

Former shareholders' details	Class and number of shares or amount of stock transferred	Date of registration of transfer
Name ----- Address ----- ----- ----- ----- UK Postcode    L L L L L L L		
Name ----- Address ----- ----- ----- ----- UK Postcode    L L L L L L L		
Name ----- Address ----- ----- ----- ----- UK Postcode    L L L L L L L		
Name ----- Address ----- ----- ----- ----- UK Postcode    L L L L L L L		
Name ----- Address ----- ----- ----- ----- UK Postcode    L L L L L L L		

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

### Section 5: Details of Other Shareholders

Shareholders' details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (if appropriate)	Date of registration of transfer (if appropriate)
Name _____ Address _____ _____ _____ UK Postcode    L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode    L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode    L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode    L L L L L L L			

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

# 363s Annual Return Declaration

## 1. Declaration

I confirm that the details in this annual return are correct as at the made-up-date (shown at 2 below). I enclose the filing fee of £15.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Director / Secretary) This date must not be earlier than the return date at 2 below

## 2. Date of this return

This AR is made up to dd/mm/yy If you are making this return up to an earlier date, please give the date here

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Note: The form must be delivered to CH within 28 days of this date

## 3. Date of next return

If you wish to change your next return to a date earlier than please give the new date here:

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

## 4. Where to send this form

Please return this form to:  
Registrar of Companies  
Companies House

Cheque  Postal Order  Cheque / Postal Order Number \_\_\_\_\_

(Please complete as appropriate)

## Contact Address

Please give the name and address of the person who should be contacted if there are any queries about this form.

Contact Name \_\_\_\_\_ Telephone number inc code \_\_\_\_\_  
Address \_\_\_\_\_ DX number if applicable \_\_\_\_\_  
\_\_\_\_\_ DX exchange \_\_\_\_\_  
UK Postcode \_\_\_\_\_

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## EXPLANATORY NOTE

*(This note is not part of the Regulations)*

These Regulations prescribe amended forms 88(2), 288b, 363a and 363s for the purposes of sections 88(2), 288(2) and 363(2) respectively of the Companies Act 1985, with effect from 13th September 1999. The Regulations also revoke the following existing forms: form 88(2) (prescribed by the Companies (Forms)(Amendment) Regulations 1988); forms 288b and 363a (prescribed by the Companies (Forms)(Amendment) Regulations 1995); and forms 363b and 363s (prescribed by the Companies (Forms)(No. 2) Regulations 1991). However, the continued use of those revoked forms is permitted for a transitional period of 12 months.

*Form 88(2)* is amended to change the layout of the details of share allotment.

*Form 288b* is amended to remove the entry concerning the reason for a termination of the appointment of a director or secretary, but is reworded to make it clear that an appointment can terminate otherwise than by resignation (examples would be disqualification or removal).

*Forms 363a and 363s* are amended to reflect the repeal of certain provisions in section 364 of the Companies Act 1985 (which specifies information to be included in the annual return delivered under section 363). Those repeals are made, with effect from 13th September 1999, by the Companies (Contents of Annual Return) Regulations 1999 (S.I.1999/2322), which remove the requirements for companies to list the other directorships and former names of individual directors, and the other directorships of corporate directors, and the requirement for private companies to state whether resolutions are in force enabling the company to dispense with the laying of accounts and reports before the company in general meeting, or to dispense with the holding of annual general meetings. The layout for the details of share capital and shareholders is also amended.

*Form 363b* is revoked.