
STATUTORY INSTRUMENTS

2008 No. 3006

The Companies (Company Records) Regulations 2008

PART 4

PROVISION OF COPIES OF COMPANY RECORDS

Right to hard copy

7. Where a company is requested to provide a copy of a company record in hard copy form, the company shall provide that copy in hard copy form.

Copy in electronic form

8.—(1) Where a person requests a company to provide a copy of a company record in electronic form, the company shall provide that copy in such electronic form as the company shall decide.

(2) But where a company keeps a company record in hard copy form only, it is not required to provide a copy of that record in electronic form.

(3) Where a company provides a copy of a company record in electronic form to a member of the company or to a holder of the company's debentures, the company is not required to provide a hard copy of that record in accordance with section 1145 of the Act.

Re-ordering of information in copy of record

9. A company is not required to present information in a copy of a company record that it provides in a different order, structure or form from that set out in the record.