

# Corporate Legal Services

## Company Healthcheck

### Private commercial company limited by shares

#### **Jordans' Company Healthcheck service**

Company law is constantly evolving through changes to legislation and developments in case law. The implementation of the Companies Act 2006 and supporting regulations will have a significant impact on the governance and proceedings of companies in general and private companies in particular. As a result, it is recommended that companies should regularly review and update their memorandum and articles of association to take advantage of new powers and remove any outdated restrictions.

Jordans' Company Healthcheck service is designed to help a company identify provisions of its memorandum and articles of association that require or would benefit from updating.

This service is suitable for **private commercial companies limited by shares** only.

#### **Company Healthcheck £140 + VAT**

The Company Healthcheck comprises a detailed review of the current constitution with recommendations for updating. We will:

- Obtain the existing memorandum and articles of association from the company's public file (including any amendments made since incorporation that have been filed at Companies House)
- Carry out a comprehensive review of the memorandum and articles and provide a checklist of findings in a clear and easy to understand format
- Provide recommendations for the company to action
- Provide guidance on the company's next steps.

#### **How to order**

Complete the attached order form and return it to us:

By email to: [corporatelegalservices@jordans.co.uk](mailto:corporatelegalservices@jordans.co.uk)

By fax to: 0117 923 0063

By post to: Jordans Limited, 21 St Thomas Street,  
Bristol BS1 6JS

By DX to: Jordans Limited, DX 78161 Bristol

# Company Healthcheck

Private commercial company limited by shares

## Order Form

Please refer to our information sheet for further details on these services.  
Please complete in BLOCK CAPITALS

### 1. Company's details:

Company Name: \_\_\_\_\_  
Company Number: \_\_\_\_\_

### 2. Your details

Please give your contact details for correspondence and billing purposes:

Name: \_\_\_\_\_  
Organisation name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Town: \_\_\_\_\_  
Country: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

### 3. Payment details

- Please charge to my Jordans' **account** number: \_\_\_\_\_
- I enclose a **cheque** made payable to Jordans Limited
- Please debit my **debit or credit card**.
- Card number: \_\_\_\_\_  
Name on card: \_\_\_\_\_ Issue No. (if any): \_\_\_\_\_  
Card security code: \_\_\_\_\_ Valid from: \_\_\_\_\_ Expiry: \_\_\_\_\_
- Payment is being transferred to **Jordans Limited** account, Barclays Bank Plc, Queens Road Branch, Bristol, Sort code **20-13-34**, Account number **80536296** Swift code **BARC GB 22**, IBAN code **GB20 BARC 2013 3480 5362 96**

### 4. Data protection

Your details are held for Jordans Limited, Jordans International Limited, Jordans (Scotland) Limited – trading as Oswalds – and Jordan Publishing Limited's use only (which include our offices in major offshore locations).

Apart from any use made in connection with our acting on your behalf – including credit control reasons – we would only use your details to send you occasional materials on our products, services and events that we think may be of interest to you. **None** of your details will be passed to third parties for any marketing purpose.

For further information on how your data may be used, please contact our Data Protection Officer: Tel: +44 117 918 1431 email [dataprotection@jordans.co.uk](mailto:dataprotection@jordans.co.uk).

You may 'opt-out' of receiving promotional mailings or 'opt-in' to promotional emails by selecting the appropriate boxes below.

If you **do not** wish to receive mail from our UK office, tick here:

If you **do not** wish to receive mail from our overseas offices, tick here:

If you **do** wish to receive emails from our UK office, tick here:

If you **do** wish to receive email from our overseas offices, tick here:

## 5. Feedback

We are always interested in understanding more about our clients and would appreciate it if you would provide the following information on how you heard about and why you chose Jordans (please tick all that apply):

<b>How</b>		<b>Why</b>	
Advert	<input type="checkbox"/>	Jordans' reputation	<input type="checkbox"/>
Exhibition	<input type="checkbox"/>	Location	<input type="checkbox"/>
Leaflet/Jordans' Focus	<input type="checkbox"/>	Price	<input type="checkbox"/>
Press article	<input type="checkbox"/>	Range of services	<input type="checkbox"/>
Referral – solicitor	<input type="checkbox"/>	Quality	<input type="checkbox"/>
Referral – accountant	<input type="checkbox"/>	Used Jordans' corporate services before	<input type="checkbox"/>
Referral - other	<input type="checkbox"/>	Used Jordans' other services before	<input type="checkbox"/>
Search Engine	<input type="checkbox"/>		
Seminar	<input type="checkbox"/>		
Other website	<input type="checkbox"/>		
Other please specify _____		Other please specify _____	

## 6. Terms and Conditions

These services are provided on Jordans' standard terms and conditions of business, a copy of which can be supplied on request or viewed on our website at <http://www.jordans.co.uk/statutoryinformation/terms.html>

**Please complete and return this order form to:**  
**Corporate Legal Services**  
**Jordans Limited, 21 St Thomas Street, Bristol BS1 6JS**  
**DX 78161 Bristol**  
**email: [corporatelegalservices@jordans.co.uk](mailto:corporatelegalservices@jordans.co.uk)**  
**tel: 0117 918 1497**  
**fax: 0117 923 0063**