

## Jordans' Updating Articles on-line service

**Our service** includes provision of the following documents by email:

- New articles of association complying fully with the Companies Act 2006
- Explanatory notes on the new articles
- Documents for the holding of a general meeting or the passing of members' written resolutions
- Full procedural guide

### **Fee structure**

1 to 9 companies	£79 + VAT (£92.82 incl VAT) per company
10 to 39 companies	£50 + VAT (£58.75 incl VAT) per company
40+ companies	£25 + VAT (£29.37 incl VAT) per company

### **Optional transfer articles**

Additional fee £15 + VAT (£17.62 incl VAT) per company

Our standard articles give the directors a discretion to refuse to register any transfer of shares.

You can tailor the share transfer articles of any company by selecting **one** of the following optional articles.

- **Pre-emption rights on share transfers**  
Shares are offered to the other shareholders pro rata to their current shareholdings
- **Unrestricted transfer to family members**  
Directors must register transfers of shares to family members; all other transfers at directors' discretion
- **Unrestricted transfer to family members; pre-emption on other transfers**  
Directors must register transfers of shares to family members; all other transfers subject to pre-emption rights in favour of the other shareholders pro rata to their shareholdings

### **Other optional articles**

Additional fee £15 + VAT (£17.62 incl VAT) per article, per company

You can tailor the articles of any company to suit its needs by selecting **any one or more** of the following optional articles.

- **Chairman's casting vote**  
Gives a chairman who is also a shareholder a casting vote in the event of an equality of votes on any resolution at a general meeting
- **Enhanced voting rights for directors**  
Gives a director who is also a shareholder additional votes per share if voting against a resolution to remove him as a director or to delete that right
- **Associate directors**  
Enables the company to appoint associate directors who are given additional authority to that of an employee but who are not members of the board of directors, often used where the appointee is in contact with customers

**Printed copies of the new articles**

From £50 + VAT (£58.75 incl VAT)

For 3 printed copies of the new articles bound in clearview covers for distribution to interested parties.

Additional bound copies: £5 + VAT (£5.87 incl VAT) per copy.

**Not sure whether the standard articles and options are appropriate for the company?**

Let us review the current memorandum and articles of association for you. For a fee of £140 + VAT (£164.50 incl VAT) per company we will review the memorandum and articles and provide a detailed Company Healthcheck report including recommendations for updating.

We also provide a full range of bespoke updating services for public companies and non-commercial or special purpose companies. Please contact us to discuss your requirements.

**Important Notes:**

- (a) We recommend you check with the company's bankers and others to ensure that the adoption of new articles with unrestricted objects will not adversely affect existing lending or other funding arrangements.
- (b) These articles are not appropriate for public companies, companies with more than one class of shares or special purpose vehicles (eg residents' management companies).

For further information about updating company articles, please contact our Corporate Legal Services team on 0117 918 1497 or email us at [corporatelegalservices@jordans.co.uk](mailto:corporatelegalservices@jordans.co.uk)