

Please complete in typescript,  
or in bold black capitals.

CHFP001

## 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.

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

Companies House receipt date barcode

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**

## 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.

†† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

Name

\* Style / Title

Forename(s)

Surname

Address ††

Post town

County / Region

UK Postcode

Country

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

# 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.

†† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

|                            |                 |                     |                 |      |
|----------------------------|-----------------|---------------------|-----------------|------|
| <b>Name</b>                | * Style / Title | _____               |                 |      |
|                            |                 | Day                 | Month           | Year |
|                            | Date of birth   | _ _ / _ _ / _ _ _ _ |                 |      |
|                            | Forename(s)     | _____               |                 |      |
|                            | Surname         | _____               |                 |      |
| <b>Address</b> ††          |                 | _____               |                 |      |
|                            |                 | _____               |                 |      |
|                            | Post town       | _____               |                 |      |
|                            | County / Region | UK Postcode         | _ _ _ _   _ _ _ |      |
|                            | Country         | Nationality         | _____           |      |
| <b>Business occupation</b> |                 | _____               |                 |      |

\* Voluntary details.

|                            |                 |                     |                 |      |
|----------------------------|-----------------|---------------------|-----------------|------|
| <b>Name</b>                | * Style / Title | _____               |                 |      |
|                            |                 | Day                 | Month           | Year |
|                            | Date of birth   | _ _ / _ _ / _ _ _ _ |                 |      |
|                            | Forename(s)     | _____               |                 |      |
|                            | Surname         | _____               |                 |      |
| <b>Address</b> ††          |                 | _____               |                 |      |
|                            |                 | _____               |                 |      |
|                            | Post town       | _____               |                 |      |
|                            | County / Region | UK Postcode         | _ _ _ _   _ _ _ |      |
|                            | Country         | Nationality         | _____           |      |
| <b>Business occupation</b> |                 | _____               |                 |      |

**Issued share capital**

Enter details of all the shares in issue at the date of this return.

**Class**  
*(e.g. Ordinary/Preference)*

**Number of shares issued**

**Aggregate Nominal Value**  
*(i.e. Number of shares issued multiplied by nominal value per share, or total amount of stock)*

|        |       |       |
|--------|-------|-------|
| _____  | _____ | _____ |
| _____  | _____ | _____ |
| _____  | _____ | _____ |
| _____  | _____ | _____ |
| Totals |       | _____ |

**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           | <input type="checkbox"/> | <input type="checkbox"/> |
| A full list of shareholders is enclosed | <input type="checkbox"/> | <input type="checkbox"/> |

**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)*

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Tel \_\_\_\_\_

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

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|                            |                 |                     |                 |      |
|----------------------------|-----------------|---------------------|-----------------|------|
| <b>Name</b>                | * Style / Title | _____               |                 |      |
|                            |                 | Day                 | Month           | Year |
|                            | Date of birth   | _ _ / _ _ / _ _ _ _ |                 |      |
|                            | Forename(s)     | _____               |                 |      |
|                            | Surname         | _____               |                 |      |
| <b>Address</b> ††          |                 | _____               |                 |      |
| <input type="checkbox"/>   |                 | _____               |                 |      |
|                            | Post town       | _____               |                 |      |
|                            | County / Region | UK Postcode         | _ _ _ _   _ _ _ |      |
|                            | Country         | Nationality         | _____           |      |
| <b>Business occupation</b> |                 | _____               |                 |      |

\* Voluntary details.

|                            |                 |                     |                 |      |
|----------------------------|-----------------|---------------------|-----------------|------|
| <b>Name</b>                | * Style / Title | _____               |                 |      |
|                            |                 | Day                 | Month           | Year |
|                            | Date of birth   | _ _ / _ _ / _ _ _ _ |                 |      |
|                            | Forename(s)     | _____               |                 |      |
|                            | Surname         | _____               |                 |      |
| <b>Address</b> ††          |                 | _____               |                 |      |
| <input type="checkbox"/>   |                 | _____               |                 |      |
|                            | Post town       | _____               |                 |      |
|                            | County / Region | UK Postcode         | _ _ _ _   _ _ _ |      |
|                            | Country         | Nationality         | _____           |      |
| <b>Business occupation</b> |                 | _____               |                 |      |

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|----------------------------|-----------------|---------------------|-----------------|------|
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|                            | Date of birth   | _ _ / _ _ / _ _ _ _ |                 |      |
|                            | Forename(s)     | _____               |                 |      |
|                            | Surname         | _____               |                 |      |
| <b>Address</b> ††          |                 | _____               |                 |      |
| <input type="checkbox"/>   |                 | _____               |                 |      |
|                            | Post town       | _____               |                 |      |
|                            | County / Region | UK Postcode         | _ _ _ _   _ _ _ |      |
|                            | Country         | Nationality         | _____           |      |
| <b>Business occupation</b> |                 | _____               |                 |      |

\* Voluntary details.

|                            |                 |                     |                 |      |
|----------------------------|-----------------|---------------------|-----------------|------|
| <b>Name</b>                | * Style / Title | _____               |                 |      |
|                            |                 | Day                 | Month           | Year |
|                            | Date of birth   | _ _ / _ _ / _ _ _ _ |                 |      |
|                            | Forename(s)     | _____               |                 |      |
|                            | Surname         | _____               |                 |      |
| <b>Address</b> ††          |                 | _____               |                 |      |
| <input type="checkbox"/>   |                 | _____               |                 |      |
|                            | Post town       | _____               |                 |      |
|                            | County / Region | UK Postcode         | _ _ _ _   _ _ _ |      |
|                            | Country         | Nationality         | _____           |      |
| <b>Business occupation</b> |                 | _____               |                 |      |



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

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

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

- Changes to shareholders particulars or details of the amount of stock or shares transferred must be completed each year
- You must provide a "full list" of all the company shareholders on:
  - The company's first annual return following incorporation;
  - Every third annual return after a full list has been provided
- List the company shareholders in alphabetical order or provide an index
- List joint shareholders consecutively

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

# 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<br><i>(if appropriate)</i> | Date of registration of transfer |
|---|--|--|----------------------------------|
| <b>Name</b><br>_____<br><b>Address</b><br>_____<br>_____<br>_____<br><b>UK Postcode</b> L L L L L L L L |  |  |                                  |
| <b>Name</b><br>_____<br><b>Address</b><br>_____<br>_____<br>_____<br><b>UK Postcode</b> L L L L L L L L |  |  |                                  |
| <b>Name</b><br>_____<br><b>Address</b><br>_____<br>_____<br>_____<br><b>UK Postcode</b> L L L L L L L L |  |  |                                  |
| <b>Name</b><br>_____<br><b>Address</b><br>_____<br>_____<br>_____<br><b>UK Postcode</b> L L L L L L L L |  |  |                                  |
| <b>Name</b><br>_____<br><b>Address</b><br>_____<br>_____<br>_____<br><b>UK Postcode</b> L L L L L L L L |  |  |                                  |

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

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

\* Voluntary details

**Company Secretary**

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

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

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

Name \* Style / Title \_\_\_\_\_

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

Surname \_\_\_\_\_

†† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.

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.  
Name \* Style / Title \_\_\_\_\_

Day Month Year

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

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

Surname \_\_\_\_\_

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

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

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

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

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|                          |                            |                     |                 |      |
|--------------------------|----------------------------|---------------------|-----------------|------|
| <b>Name</b>              | * Style / Title            | _____               |                 |      |
|                          |                            | Day                 | Month           | Year |
|                          | Date of birth              | _ _ / _ _ / _ _ _ _ |                 |      |
|                          | Forename(s)                | _____               |                 |      |
|                          | Surname                    | _____               |                 |      |
| <b>Address</b> ††        |                            | _____               |                 |      |
| <input type="checkbox"/> |                            | _____               |                 |      |
|                          | Post town                  | _____               |                 |      |
|                          | County / Region            | UK Postcode         | _ _ _ _   _ _ _ |      |
|                          | Country                    | Nationality         | _____           |      |
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| <b>Name</b>              | * Style / Title            | _____               |                 |      |
|                          |                            | Day                 | Month           | Year |
|                          | Date of birth              | _ _ / _ _ / _ _ _ _ |                 |      |
|                          | Forename(s)                | _____               |                 |      |
|                          | Surname                    | _____               |                 |      |
| <b>Address</b> ††        |                            | _____               |                 |      |
| <input type="checkbox"/> |                            | _____               |                 |      |
|                          | Post town                  | _____               |                 |      |
|                          | County / Region            | UK Postcode         | _ _ _ _   _ _ _ |      |
|                          | Country                    | Nationality         | _____           |      |
|                          | <b>Business occupation</b> | _____               |                 |      |