



Companies House
— for the record —

AR01 (ef)

Annual Return



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Company Name: **KEITHLEY INSTRUMENTS LIMITED**

Company Number: **00918130**

Date of this return: **01/09/2011**

SIC codes: **7487**

Company Type: **Private company limited by shares**

Situation of Registered Office: **2 COMMERCE PARK
BRUNEL ROAD, THEALE
READING
BERKSHIRE
RG7 4AB**

Single Alternative Inspection Location (SAIL)

The address for an alternative location to the company's registered office for the inspection of registers is:

C/O DEREK STONE
WESTERN PENINSULA WESTERN ROAD
BRACKNELL
BERKSHIRE
UNITED KINGDOM
RG12 1RF

The following records have moved to the single alternative inspection location:

Register of members (section 114)
Register of directors (section 162)
Register of secretaries (section 275)
Records of resolutions and meetings (section 358)

Officers of the company

Company Secretary 1

Type: **Person**
Full forename(s): **DEREK CHARLES**

Surname: **STONE**

Former names:

Service Address recorded as Company's registered office

Company Director 1

Type: **Person**
Full forename(s): MICHELLE MARIE

Surname: FARMER

Former names:

Service Address recorded as Company's registered office

Country/State Usually Resident: USA

Date of Birth: 31/08/1967 Nationality: AMERICAN
Occupation: ACCOUNTANT/CHIEF FINANCIAL
OFFICER

Company Director 2

Type: **Person**
Full forename(s): KLAUS DIETER

Surname: LEUTBECHER

Former names:

Service Address recorded as Company's registered office

Country/State Usually Resident: GERMANY

Date of Birth: 18/08/1954 Nationality: GERMAN
Occupation: VP SALES AND SUPPORT

Company Director **3**

Type: **Person**

Full forename(s): **MR DEREK CHARLES**

Surname: **STONE**

Former names:

Service Address recorded as Company's registered office

Country/State Usually Resident: **UNITED KINGDOM**

Date of Birth: **10/09/1963**

Nationality: **BRITISH**

Occupation: **INTERNATIONAL COUNSEL**

Statement of Capital (Share Capital)

Class of shares	ORDINARY ?1	<i>Number allotted</i>	502000
		<i>Aggregate nominal value</i>	502000
<i>Currency</i>	GBP	<i>Amount paid per share</i>	1
		<i>Amount unpaid per share</i>	0

Prescribed particulars

ON A SHOW OF HANDS EVERY MEMBER WHO (BEING AN INDIVIDUAL) IS PRESENT IN PERSON OR (BEING A CORPORATION) IS PRESENT BY A DULY AUTHORISED REPRESENTATIVE, NOT BEING HIMSELF A MEMBER ENTITLED TO VOTE, SHALL HAVE ONE VOTE AND ON A POLL EVERY MEMBER SHALL HAVE ONE VOTE FOR EVERY SHARE OF WHICH HE IS THE HOLDER.

Statement of Capital (Totals)

<i>Currency</i>	GBP	<i>Total number of shares</i>	502000
		<i>Total aggregate nominal value</i>	502000

Full Details of Shareholders

The details below relate to individuals / corporate bodies that were shareholders as at 01/09/2011 or that had ceased to be shareholders since the made up date of the previous Annual Return

A full list of shareholders for a private or non-traded public company are shown below

Shareholding 1 : 502000 ORDINARY ?1 shares held as at 2011-09-01
Name: KEITHLEY INSTRUMENTS INC.

Authorisation

Authenticated

This form was authorised by one of the following:

Director, Secretary, Person Authorised, Charity Commission Receiver and Manager, CIC Manager, Judicial Factor.