



Companies House

— for the record —

Company Name

RICS BUSINESS SERVICES
LIMITED

Company Type

Private Company Limited By
Shares

Company Number

1526902

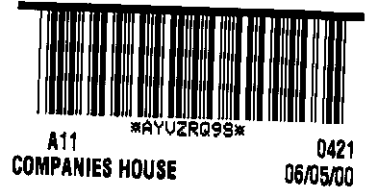
Information extracted from
Companies House records on
20th April 2000

363s Annual Return

- > Please check the details printed in blue on this statement.
- > If any details are wrong, strike them through and write the correct details in the "Amended details" column.
- > Please use black pen and write in capitals.

Now 15
040757

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Section 1: Company details

Ref: 1526902/03/10

	Current details	Amended details																						
> Registered Office Address <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Surveyor Court Westwood Way Coventry CV4 8JE	Address _____ _____ _____ UK Postcode _ _ _ _ _																						
> Register of Members <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Address where the Register is held At Registered Office	Address _____ _____ _____ UK Postcode _ _ _ _ _																						
> Register of Debenture Holders <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Not Applicable	Address _____ _____ _____ UK Postcode _ _ _ _ _																						
> Principal Business Activities <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	<table border="1"> <thead> <tr> <th>SIC Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>5247</td> <td>Retail books, newspapers etc</td> </tr> <tr> <td>7484</td> <td>Other business activities</td> </tr> <tr> <td>2211</td> <td>Publishing of books</td> </tr> </tbody> </table>	SIC Code	Description	5247	Retail books, newspapers etc	7484	Other business activities	2211	Publishing of books	<table border="1"> <thead> <tr> <th>SIC CODE</th> <th>Description</th> </tr> </thead> <tbody> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> <tr><td>_____</td><td>_____</td></tr> </tbody> </table>	SIC CODE	Description	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
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> <i>If no entries are shown, please enter principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.</i>																								

	Current details	Amended details
> Company Secretary If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column. <i>form enclosed.</i> Particulars of a new Company Secretary must be notified on form 288.	Name Marcus Jefferson POTTER BA Address 13 Hampden Way Rugby Warwickshire CV22 7NW	Name Address 59 EDYUEAN CLOSE BILTON Rugby WARWICKSHIRE UK Postcode CV22 6LD Date of change 26/04/2000 Date Marcus Jefferson POTTER BA ceased to be secretary (if applicable) ____/____/____
> Director If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column. Particulars of a new Director must be notified on form 288.	Name Catherine Nina ALCOCK BSC FRICS Address 76 Brockswold Lane Welwyn Garden City Hertfordshire AL8 7BQ Date of birth 18/05/1957 Nationality British Occupation Chartered Surveyor	Name Address UK Postcode ____/____/____ Date of birth ____/____/____ Nationality ____ Occupation ____ Date of change ____/____/____ Date Catherine Nina ALCOCK BSC FRICS ceased to be director (if applicable) ____/____/____
> Director If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column. Particulars of a new Director must be notified on form 288.	Name James Morrison ALLAN FRICS Address 4 Stevenson Way Longniddry East Lothian EH32 0PF Date of birth 01/10/1943 Nationality British Occupation Chartered Surveyor	Name Address UK Postcode ____/____/____ Date of birth ____/____/____ Nationality ____ Occupation ____ Date of change ____/____/____ Date James Morrison ALLAN FRICS ceased to be director (if applicable) ____/____/____

	Current details	Amended details
> Director <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> <i>Particulars of a new Director must be notified on form 288.</i>	Name John Herbert Arthur James ARMSTRONG Address 73B Alderney Street London SW1V 4HH Date of birth 04/09/1946 Nationality British Occupation Chief Executive	Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date John Herbert Arthur James ARMSTRONG ceased to be director (if applicable) _ _ / _ _ / _ _ _ _
> Director <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> <i>Particulars of a new Director must be notified on form 288.</i>	Name Robert John ASHMEAD Address Flat A 17 Nevern Square London SW5 9PD Date of birth 18/08/1952 Nationality British Occupation Managing Director	Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date Robert John ASHMEAD ceased to be director (if applicable) _ _ / _ _ / _ _ _ _
> Director <i>If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> <i>Particulars of a new Director must be notified on form 288.</i>	Name Timothy John BINNINGTON Address Thakeham Place Pulborough West Sussex RH20 3EP Date of birth 11/06/1949 Nationality British Occupation Chartered Surveyor	Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date Timothy John BINNINGTON ceased to be director (if applicable) _ _ / _ _ / _ _ _ _

> Director

If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.

Particulars of a new Director must be notified on form 288.

Current details

Name
Malcolm James Geoffrey KING

Address
The Bury Farm
Hertingfordbury
Herts
SG14 2LJ

Date of birth 10/04/1945

Nationality British

Occupation Senior Partner

Amended details

Name

Address

UK Postcode _ _ _ _ _

Date of birth _ _ / _ _ / _ _ _ _

Nationality

Occupation

Date of change _ _ / _ _ / _ _ _ _

Date Malcolm James Geoffrey KING
ceased to be director (if applicable)

_ _ / _ _ / _ _ _ _

NEW DIRECTOR :

WILLIAM EDWARD MACKENZIE

101 SISTERS AVENUE

LONDON

SW11 5SW

DATE OF BIRTH 28/07/1949

NATIONALITY BRITISH / USA

OCCUPATION FINANCE DIRECTOR

- appointed 14/02/2000
- advised to Companies House on form 288A,
copy of form submitted attached.

Section 3: Share Capital

	Current details	Amended details
> Issued Share Capital <i>This table shows the total number of shares that have been issued by your company and their Nominal Value. If any of the details are wrong, please fill in the correct details.</i>	Class of share Ordinary Nominal value of each share £1.00 Number of shares issued 100 Aggregate Nominal Value of issued shares £100.00	Class of share _____ Nominal value of each share _____ Number of shares issued _____ Aggregate Nominal Value of issued shares _____
> Total shares issued and value <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Total number of shares issued 100 Total Nominal value of shares issued £100.00	Total number of shares issued _____ Total Nominal value of shares issued _____
> At the date of this Annual Return, if the company has altered or changed its share capital in any way or allotted new shares, please refer to the guidance notes for details of the appropriate form that should be sent with this Annual Return. Annual return guidance notes are available on the Companies House web site at www.companieshouse.gov.uk or by ringing 029 2038 0801.		

Section 4: Details of Shareholders

- > The details we hold on your company's shareholders and their shareholdings are printed below. These are based on your last Annual Return.
- > If any details have changed, or if any shares have been transferred, please fill in the details in the "Amended details" or "Shares transferred" column.
- > Please give details of any other shareholders in Section 5.

Current details		Amended details	Shares transferred		
>	Shareholder Name ROYAL INSTITUTION OF CHARTER _____	Name ROYAL INSTITUTION OF CHARTERED SURVEYORS	Shares transferred by ROYAL INSTITUTION OF CHARTERED SURV		
	Address 12 Great George Street London SW1P 3AD	Address 12 GREAT GEORGE STREET			
		UK Postcode _ _ _ _ _			
	Shares held Class Ordinary	Shares held Class Number	Class	Number	Date of transfer
	Number 100				__/__/____
					__/__/____

Section 5: Details of Other Shareholders

- > Please fill in details of any persons or corporate bodies who are shareholders of the company at the date of this return, but whose details are not printed in Section 4.
- > Also, provide the details of any persons who became but have ceased to be shareholders of the company since the date of the last annual return.
- > For jointly held shares please list those joint shareholders consecutively on the form. If a joint shareholder also holds shares in their own right, list that holding separately.
- > Please copy this page if there is not enough space to enter all the company's other shareholders.

Shareholders details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (If appropriate)	Date of registration of transfer (If appropriate)
Name Address UK Postcode _ _ _ _ _			
Name Address UK Postcode _ _ _ _ _			
Name Address UK Postcode _ _ _ _ _			
Name Address UK Postcode _ _ _ _ _			



Companies House

— for the record —

363s Annual Return Declaration

- > When you have checked all the sections of this form, please complete this page and tick and sign the declaration below.
- > If you want to change the made up date of this annual return, please complete 2 below.

1. Declaration

- ☐ I confirm that the details in this annual return are correct as at the made-up-date (shown at 2 below). I enclose the filing fee of £15.

Signature

[Signature]
(Director / Secretary)

Date

05 / 05 / 2000

This date must not be earlier than the return date at 2 below

What to do now

Please detach and retain the covering letter, complete this page then send the whole of the Annual Return and the declaration to the address shown at 4 below.

2. Date of this return

- ☐ This AR is made up to **31/3/2000** If you are making this return up to an earlier date, please give the date here

__ / __ / ____

Note: The form must be delivered to CH within 28 days of this date

3. Date of next return

- ☐ If you wish to change your next return to a date earlier than **31st March 2001** please give the new date here:

__ / __ / ____

4. Where to send this form

- ☐ Please return this form to:
Registrar of Companies
Companies House
Crown Way
Cardiff CF14 3UZ

Have you enclosed the filing fee with the company number written on the reverse of the cheque?

Cheque



Postal Order



Cheque / Postal Order

Number

040757

(Please complete as appropriate)

Contact Address

Please give the name and address of the person who should be contacted if there are any queries about this form.

Contact Name

MARCUS POTTER

Telephone number inc code

02436 694757

Address

SURVEYOR COURT
WESTWOOD WAY
CEVENTRY

DX number if applicable

DX exchange

Postcode

CV4 8JE