



079323-15

Companies House

— for the record —

Company Name

**RICS BUSINESS SERVICES
LIMITED****363s Annual Return**

Company Type

**Private Company Limited By
Shares**

Company Number

1526902Information extracted from
Companies House records on
9th March 2002

- > 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

**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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> Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.																								

Section 2: Details of Officers of the Company

	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. Particulars of a new Company Secretary must be notified on form 288.	Name Marcus Jefferson POTTER BA Address 59 Edyvean Close Rugby Warwickshire CV22 6LD	Name Address UK Postcode <u> </u> <u> </u> <u> </u> Date of change <u> </u> / <u> </u> / <u> </u> Date Marcus Jefferson POTTER BA ceased to be secretary (if applicable) 18 / 03 / 2002
> 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 Brockswood Lane Welwyn Garden City Hertfordshire AL8 7BQ Date of birth 18/05/1957 Nationality British Occupation Chartered Surveyor	Name Address UK Postcode <u> </u> <u> </u> <u> </u> Date of birth <u> </u> / <u> </u> / <u> </u> Nationality <u> </u> Occupation <u> </u> Date of change <u> </u> / <u> </u> / <u> </u> Date Catherine Nina ALCOCK BSC FRICS ceased to be director (if applicable) 31 / 03 / 2001
> 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 <u> </u> <u> </u> <u> </u> Date of birth <u> </u> / <u> </u> / <u> </u> Nationality <u> </u> Occupation <u> </u> Date of change <u> </u> / <u> </u> / <u> </u> Date James Morrison ALLAN FRICS ceased to be director (if applicable) <u> </u> / <u> </u> / <u> </u>

	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 David Graeme CALLE Address 10 Turnberry Lane Collingtree Park Northampton Northamptonshire NN4 0PA Date of birth 19/10/1964 Nationality British Occupation Chartered Accountant	Name Address UK Postcode _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date David Graeme CALLE 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 Malcolm James Geoffrey KING Address The Bury Farm Hertingfordbury Herts SG14 2LJ Date of birth 10/04/1945 Nationality British Occupation Senior Partner	Name Address UK Postcode _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date Malcolm James Geoffrey KING 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 Richard Charles THEOBALDS Address Dan Y Coity Talybont On Usk Brecon Powys LD3 7YN Date of birth 19/04/1945 Nationality British Occupation Director	Name Address UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date Richard Charles THEOBALDS 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 Karen YEOMAN Address 20 Lancaster Drive Camberley Surrey GU15 3HY Date of birth 12/12/1963 Nationality British Occupation Director Of Inward Investment	Name Address UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date Karen YEOMAN ceased to be director (if applicable) _ _ / _ _ / _ _ _ _

	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 0870 333636.**

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 CHARTERED SURVEYORS		Name <hr/>		Shares transferred by ROYAL INSTITUTION OF CHARTERED SURVEYORS			
		Address <hr/>					
Address 12 Great George Street London SW1P 3AD		<hr/>					
		UK Postcode _ _ _ _ _					
Shares held Class Ordinary		Number 100	Shares held Class	Number	Class	Number	Date of transfer _ _ / _ _ / _ _ _ _ _ _ / _ _ / _ _ _ _

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 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

(Director / Secretary)

Date

23 / 08 / 2002

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

What to do now

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 **31/3/2002** 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 2003** 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
- OR
- For members of the Hays Document
Exchange service
DX 33050 Cardiff

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

Cheque ☐ Postal Order ☐ Cheque / Postal Order
Number _____

(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

MR DAVID CALE

Telephone number inc code

02476 694757

Address

SILVER COAST

DX number if applicable

WESTWOOD WAY

DX exchange

COVENTRY

Postcode

CV4 8JE