



BLUEPRINT
Company Secretary

2825
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034382

363a

Annual Return

Company Number 2122887

Company Name in full INSTANT OFFICE LIMITED



* F 3 6 3 A C 5 0 *

Date of this return (See note 1)

Day Month Year

20 12 99

The information in this return is made up to

Date of next return (See note 2)

Day Month Year

20 12 00

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.

Registered Office (See note 3)

Show here the address at the date of this return.

6 SPRING GARDENS

CITADEL PLACE

Any change of registered office must be notified on form 287.

Post town

TINWORTH STREET

County / Region

LONDON

Postcode

SE11 5EH

Principal business activities

(See note 4)

Show trade classification code number(s) for the principal activity or activities.

7011

If the code number cannot be determined, give a brief description of principal activity.

When you have completed and signed the form please send it to
Companies House, Crown Way, Cardiff, CF4 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**

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A05
COMPANIES HOUSE

0384
26/01/00

Register of members (See note 5)

If the register of members is not kept at the registered office, state here where it is kept.

Post town

County / Region

6 SPRING GARDENS

CITADEL PLACE

TINWORTH STREET LONDON

Postcode SE11 5EH

Register of Debenture holders

(See note 6)

If there is a register of debenture holders and it is not kept at the registered office, state here where it is kept.

Post town

County / Region

6 SPRING GARDENS

CITADEL PLACE

TINWORTH STREET LONDON

Postcode SE11 5EH

Company type (See note 7)

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 mark the appropriate box

Company Secretary (See notes 1-5)

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

Name

* Style / Title

Forename(s)

Surname

* Voluntary details.

Previous forename(s)

Previous surname(s)

Address

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

* Honours etc

THOMAS JOHN

THOMSON

25 MORETON AVENUE

HARPENDEN

County / Region

HERTFORDSHIRE

Postcode

AL5 2EU

Country

England

Usual residential

address must be given. In the case of a corporation, give the registered or principal office address.

Post town

County / Region

Country

Directors (See notes 1-5)

Please list directors in alphabetical order.

Details of new directors must be notified on form 288a.

Name	* Style / Title				Day	Month	Year	
	* Honours etc				Date of birth	04	06	61
Forename(s)		GLYN VINCENT						
Surname		HIRSCH						
Previous forename(s)								
Previous surname(s)								
Address		15 CLARE LAWN AVENUE						
Post town		LONDON						
County / Region				Postcode	SW14 8BE			
Country		England		Nationality	BRITISH			
Business occupation		CHIEF EXECUTIVE						
Other directorships		(See continuation sheet).						

* Voluntary details.

Directors	Name	* Style / Title				Day	Month	Year	
		* Honours etc				Date of birth	03	04	48
Forename(s)		BENGT FILIP							
Surname		MORTSTEDT							
Previous forename(s)									
Previous surname(s)									
Address		21 MULBERRY WALK							
Post town									
County / Region		LONDON		Postcode	SW3 6DZ				
Country		England		Nationality	SWEDISH				
Business occupation		DIRECTOR							
Other directorships		(See continuation sheet).							

Usual residential address must be given. In the case of a corporation, give the registered or principal office address.

Issued share capital (See notes 9)

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)
Ordinary Shares	2,000	£2,000.000
Totals	2,000	£2,000.000

List of past and present members

(Use attached schedule where appropriate)

A full list is required if one was not included with either of the last two returns.

(see note 10)

There were no changes in the period

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on paper

in another format

A list of changes is enclosed

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☐

A full list of members is enclosed

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Elective resolutions

(Private companies only)

(see note 11)

If at the date of this return an election is in force to dispense with annual general meetings, mark this box

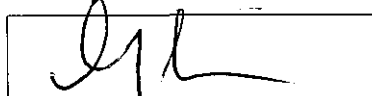
☐

If at the date of this return an election is in force to dispense with laying accounts in general meetings, mark this box

☐
Certificate

I certify that the information given in this return is true to the best of my knowledge and belief.

Signed



Date

14/1/2000

† 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

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continuation sheets.

(enter number)

<Insert Presenter Details Here>

T J Thomson
6 Spring Gardens
Citadel Place
Tinworth Street
LONDON SE11 5EH

Please give the name, address, telephone number, and if available, a DX number and Exchange, for the person Companies House should contact if there is any query.

List of past and present members Schedule to form 363a and 363b

Company Number 2122887

Company Name in full	INSTANT OFFICE LIMITED
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Number of shares or amount of stock held by existing members at date of this return.

Particulars of shares or stock transferred since the date of the last return (or in the case of the first return, since the incorporation of the company) by

- (a) persons who are still members, and
- (b) persons who have ceased to be members.

[illegible]

Individual Profile

GLYN VINCENT HIRSCH



Personal Details

Title:
Surname: HIRSCH
Forenames: GLYN VINCENT
Preferred Forenames:
Nationality: BRITISH
Occupation: CHIEF EXECUTIVE
Date Of Birth: 04 June 1961
NI Number:

Honours:

Salary:

Addresses

Form Address

15 CLARE LAWN AVENUE
LONDON
SW14 8BE
England

Date of Effect: 01-Dec-1996

Business Address

CLS HOLDINGS PLC
6 SPRING GARDENS
CITADEL PLACE
TINWORTH STREET
LONDON
SE11 5EH

Date of Effect:

Telephone Numbers

Business: 0171 582 7766

Current Directorships

Company Name And Registration Number	Country of Inc. / Title	Appointment	Cessation
AGELOOK LIMITED Registration No. [2237081]	England / DIRECTOR	03-Jun-1996	
BINGRAM LIMITED Registration No. [1762922]	England / DIRECTOR	28-Jun-1995	
BRENT HOUSE LIMITED Registration No. [2218794]	England / DIRECTOR	28-Jun-1995	
BRIDGLEN IMPEX LIMITED Registration No. [2463899]	England / DIRECTOR	28-Jun-1995	
BUSPACE STUDIOS LIMITED Registration No. [1964367]	England / DIRECTOR	28-Jun-1995	
CARLOW HOUSE LIMITED Registration No. [2219526]	England / DIRECTOR	28-Jun-1995	
CHANCEL HOUSE LIMITED Registration No. [2907641]	England / DIRECTOR	28-Jun-1995	
CHARLWORTH LIMITED Registration No. [3000681]	England / DIRECTOR	30-Sep-1995	
CI TOWER INVESTMENTS LIMITED Registration No. [2471018]	England / DIRECTOR	28-Jun-1995	

Individual Profile

GLYN VINCENT HIRSCH



CITADEL FINANCE LIMITED Registration No. [3377672]	United Kingdom / DIRECTOR	23-Jun-1997
CITADEL HOLDINGS PLC Registration No. [3358043]	United Kingdom / DIRECTOR	13-May-1997
CLS HOLDINGS PLC Registration No. [2714781]	England / DIRECTOR	12-Apr-1995
CLS ONE LIMITED Registration No. [3658284]	United Kingdom	15-Mar-1999
CLSH MANAGEMENT LIMITED Registration No. [2879688]	England / DIRECTOR	12-Apr-1995
COLNE HOUSE LIMITED Registration No. [2131079]	England / DIRECTOR	28-Jun-1995
Coombe Hill House Limited Registration No. [3205302]	United Kingdom / Director	13-Jun-1996
COVENTRY HOUSE LIMITED Registration No. [2210046]	England / DIRECTOR	28-Jun-1995
DEANERY STREET LIMITED Registration No. [2214890]	England / DIRECTOR	28-Jun-1995
DUKES ROAD LIMITED Registration No. [3121994]	England / DIRECTOR	10-Nov-1995
DURNVALE LIMITED Registration No. [3075022]	England / DIRECTOR	16-Aug-1995
EMISAN LIMITED Registration No. []	United Kingdom / DIRECTOR	26-May-1999
GLOTEL PLC Registration No. []	United Kingdom / DIRECTOR	23-Apr-1999
Great West House Limited Registration No. [3206801]	United Kingdom / Director	04-Jun-1996
HAMMERSMITH LONDON HOUSE LIMITED Registration No. [2112415]	England / DIRECTOR	28-Jun-1995
INGROVE LIMITED Registration No. [2131692]	England / DIRECTOR	28-Jun-1995
INSTANT OFFICE LIMITED Registration No. [2122887]	England / DIRECTOR	30-Sep-1995
LARKHALL LANE LIMITED Registration No. [2073884]	England / DIRECTOR	28-Jun-1995
LIONTRUST ASSET MANAGEMENT PLC Registration No. []	United Kingdom / DIRECTOR	01-Jun-1999
LOCALRIGHT LIMITED Registration No. [2240596]	England / DIRECTOR	28-Jun-1995
MIRENWEST LIMITED Registration No. [2991340]	England / DIRECTOR	28-Jun-1995
MISOTIS INVESTMENTS INTERNATIONAL SA Registration No. [FC015941]	PANAMA / Director	22-Dec-1995
NEW LONDON HOUSE LIMITED Registration No. [2892695]	England / DIRECTOR	28-Jun-1995
NEW MALDEN HOUSE LIMITED Registration No. [2505599]	England / DIRECTOR	28-Jun-1995
NEW PRINTING HOUSE SQUARE LIMITED Registration No. [2720262]	England / DIRECTOR	28-Jun-1995
NYK INVESTMENTS LIMITED Registration No. [2767722]	England / DIRECTOR	28-Jun-1995
ONE LEICESTER SQUARE LIMITED Registration No. [2322339]	England / DIRECTOR	28-Jun-1995

Individual Profile

GLYN VINCENT HIRSCH



ONSLow GARDENS LIMITED Registration No. [1627118]	England / DIRECTOR	28-Jun-1995
PANTHEON SECURITIES LIMITED Registration No. [FCO16094]	BRITISH VIRGIN ISLANDS / Director	09-Feb-1996
RAYMAN FINANCE LIMITED Registration No. [2130919]	England / DIRECTOR	28-Jun-1995
REX HOUSE LIMITED Registration No. [1965907]	England / DIRECTOR	28-Jun-1995
SEEKTASK LIMITED Registration No. [1997893]	England / DIRECTOR	28-Jun-1995
SOUTHERN HOUSE LIMITED Registration No. [2689539]	England / DIRECTOR	28-Jun-1995
SPRING GARDENS II LIMITED Registration No. [2446925]	England / DIRECTOR	28-Jun-1995
SPRING GARDENS III LIMITED Registration No. [2118847]	England / DIRECTOR	28-Jun-1995
SPRING GARDENS LIMITED Registration No. [2230561]	England / DIRECTOR	28-Jun-1995
STAPLEBROOK INVESTMENTS LIMITED Registration No. [2143566]	England / DIRECTOR	28-Jun-1995
THREE ALBERT EMBANKMENT LIMITED Registration No. [2114695]	England / DIRECTOR	28-Jun-1995
VAUXHALL CROSS LIMITED Registration No. [2809105]	England / DIRECTOR	28-Jun-1995
VISTA CENTRE LIMITED Registration No. [2329963]	England / DIRECTOR	22-Dec-1995

Past Directorships

Company Name And Registration Number	Country of Inc. / Title	Appointment	Cessation
SINGDAME LIMITED Registration No. [2443676]	England / DIRECTOR	28-Jun-1995	27-Oct-1995

Individual Profile

BENGT FILIP MORTSTEDT



Addresses

Form Address

21 MULBERRY WALK
LONDON
SW3 6DZ

Date of Effect:

Business Address

UNIT 6, SPRING GARDENS
CITADEL PLACE
TINWORTH STREET
LONDON
SE11 5EH

Date of Effect:

Telephone Numbers

Business: 071 582 7766

Current Directorships

Company Name And Registration Number	Country of Inc. / Title	Appointment	Cessation
AGELOOK LIMITED Registration No. [2237081]	England / CHAIRMAN	20-Oct-1992	
BINGRAM LIMITED Registration No. [1762922]	England / CHAIRMAN	15-Oct-1987	
BRENT HOUSE LIMITED Registration No. [2218794]	England / CHAIRMAN	09-Aug-1989	
BRIDGLEN IMPEX LIMITED Registration No. [2463899]	England / CHAIRMAN	28-Feb-1990	
BUSPACE STUDIOS LIMITED Registration No. [1964367]	England / DIRECTOR	01-Jan-1994	
CARLOW HOUSE LIMITED Registration No. [2219526]	England / CHAIRMAN	08-Sep-1989	
CHANCEL HOUSE LIMITED Registration No. [2907641]	England / DIRECTOR	31-Mar-1994	
CI TOWER INVESTMENTS LIMITED Registration No. [2471018]	England / CHAIRMAN	27-Feb-1990	
CLS HOLDINGS PLC Registration No. [2714781]	England / CHAIRMAN	09-Jul-1992	
CLSH MANAGEMENT LIMITED Registration No. [2879688]	England / CHAIRMAN	10-Dec-1993	
COLNE HOUSE LIMITED Registration No. [2131079]	England / CHAIRMAN	16-May-1988	
Coombe Hill House Limited Registration No. [3205302]	United Kingdom / Director	13-Jun-1996	
COVENTRY HOUSE LIMITED Registration No. [2210046]	England / CHAIRMAN	08-Sep-1989	
DEANERY STREET LIMITED Registration No. [2214890]	England / CHAIRMAN	09-Dec-1988	
DUKES ROAD LIMITED Registration No. [3121994]	England / DIRECTOR	10-Nov-1995	
DURNVALE LIMITED Registration No. [3075022]	England / DIRECTOR	07-Sep-1995	
Great West House Limited Registration No. [3206801]	United Kingdom / Director	04-Jun-1996	

Individual Profile

BENGT FILIP MORTSTEDT



HAMMERSMITH LONDON HOUSE LIMITED Registration No. [2112415]	England / CHAIRMAN	16-May-1988
INGROVE LIMITED Registration No. [2131692]	England / CHAIRMAN	16-May-1988
INSTANT OFFICE LIMITED Registration No. [2122887]	England / CHAIRMAN	16-May-1988
LARKHALL LANE LIMITED Registration No. [2073884]	England / CHAIRMAN	16-May-1988
LOCALRIGHT LIMITED Registration No. [2240596]	England / CHAIRMAN	26-Feb-1993
MIRENWEST LIMITED Registration No. [2991340]	England / DIRECTOR	29-Nov-1994
MISOTIS INVESTMENTS INTERNATIONAL SA Registration No. [FC015941]	PANAMA / DIRECTOR	14-Nov-1990
NEW LONDON HOUSE LIMITED Registration No. [2892695]	England / DIRECTOR	14-Feb-1994
NEW MALDEN HOUSE LIMITED Registration No. [2505599]	England / CHAIRMAN	23-Sep-1992
NEW PRINTING HOUSE SQUARE LIMITED Registration No. [2720262]	England / DIRECTOR	20-Oct-1994
NYK INVESTMENTS LIMITED Registration No. [2767722]	England / CHAIRMAN	25-Nov-1992
ONE LEICESTER SQUARE LIMITED Registration No. [2322339]	England / CHAIRMAN	10-Apr-1989
ONSLOW GARDENS LIMITED Registration No. [1627118]	England / CHAIRMAN	26-Feb-1993
PANTHEON SECURITIES LIMITED Registration No. [FC016094]	BRITISH VIRGIN ISLANDS / DIRECTOR	09-Jun-1989
RAYMAN FINANCE LIMITED Registration No. [2130919]	England / CHAIRMAN	16-May-1988
REX HOUSE LIMITED Registration No. [1965907]	England / DIRECTOR	01-Jan-1994
SEEKTASK LIMITED Registration No. [1997893]	England / CHAIRMAN	26-Feb-1993
SOUTHERN HOUSE LIMITED Registration No. [2689539]	England / CHAIRMAN	30-Jun-1992
SPRING GARDENS II LIMITED Registration No. [2446925]	England / CHAIRMAN	04-Dec-1989
SPRING GARDENS III LIMITED Registration No. [2118847]	England / CHAIRMAN	16-May-1988
SPRING GARDENS LIMITED Registration No. [2230561]	England / CHAIRMAN	26-Feb-1993
STAPLEBROOK INVESTMENTS LIMITED Registration No. [2143566]	England / CHAIRMAN	16-May-1988
THREE ALBERT EMBANKMENT LIMITED Registration No. [2114695]	England / CHAIRMAN	16-May-1988
VAUXHALL CROSS LIMITED Registration No. [2809105]	England / CHAIRMAN	06-May-1993
VISTA CENTRE LIMITED Registration No. [2329963]	England / DIRECTOR	22-Dec-1995

Individual Profile

BENGT FILIP MORTSTEDT



Past Directorships

Company Name And Registration Number	Country of Inc. / Title	Appointment	Cessation
NEW PRINTING HOUSE SQUARE LIMITED Registration No. [2720262]	England / CHAIRMAN	09-Jul-1992	17-Dec-1992
ONSTEAD LIMITED Registration No. [2471004]	England / SOLE DIRECTOR	06-Mar-1990	22-Dec-1995
SINGDAME LIMITED Registration No. [2443676]	England / CHAIRMAN	02-Jan-1990	22-Dec-1995