



Companies House

AR01 (ef)

Annual Return



X34BC7BK

Received for filing in Electronic Format on the: **24/03/2014**

Company Name: **Vertex Administration Limited**

Company Number: **02138853**

Date of this return: **15/03/2014**

SIC codes: **82990**

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

Situation of Registered Office: **JESSOP HOUSE JESSOP AVENUE
CHELTENHAM
GLOUCESTERSHIRE
UNITED KINGDOM
GL50 3SH**

Single Alternative Inspection Location (SAIL)

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

JESSOP HOUSE JESSOP AVENUE
CHELTENHAM
GLOUCESTERSHIRE
UNITED KINGDOM
GL50 3SH

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): **STEPHEN**

Surname: **GLEDHILL**

Former names:

Service Address: **18 KNIGHTON DRIVE
FOUR OAKS
SUTTON COLDFIELD
WEST MIDLANDS
UNITED KINGDOM
B74 4QP**

Company Director ***1***

Type: **Person**

Full forename(s): **GAVIN KEITH**

Surname: **JAMES**

Former names:

Service Address: **CAMELFORD BRADCUTTS LANE
COOKHAM DEAN
BERKSHIRE
UNITED KINGDOM
SL6 9AA**

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

Date of Birth: **25/03/1963**

Nationality: **BRITISH**

Occupation: **DIRECTOR**

Company Director **2**

Type: **Person**

Full forename(s): **CHRIS**

Surname: **THOMPSON**

Former names:

Service Address: **12 LINTON AVENUE
SOLIHULL
WEST MIDLANDS
UNITED KINGDOM
B91 3NN**

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

Date of Birth: **24/09/1959**

Nationality: **BRITISH**

Occupation: **CEO**

Statement of Capital (Share Capital)

Class of shares	ORDINARY	<i>Number allotted</i>	500000
		<i>Aggregate nominal value</i>	500000
<i>Currency</i>	GBP	<i>Amount paid per share</i>	1
		<i>Amount unpaid per share</i>	0
<i>Prescribed particulars</i>			
EVERY MEMBER SHALL HAVE ONE VOTE PER SHARE			

Statement of Capital (Totals)

<i>Currency</i>	GBP	<i>Total number of shares</i>	500000
		<i>Total aggregate nominal value</i>	500000

Full Details of Shareholders

The details below relate to individuals / corporate bodies that were shareholders as at 15/03/2014 or that had ceased to be shareholders since the made up date of the previous Annual Return

A full list of shareholders for the company are shown below

Shareholding 1 : **500000 ORDINARY shares held as at the date of this return**
Name: **VERTEX GROUP LIMITED**

Authorisation

Authenticated

This form was authorised by one of the following:

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