



**Companies House**

— for the record —

Company Name

**INSERT DESIGNS LIMITED**

## 363s Annual Return

BB  
E15  
10/1593

- > 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.

Company Type

**Private Company Limited By Shares**

Company Number

**2327471**

Information extracted from  
Companies House records on  
**6th October 2000**

### Section 1: Company details



Ref: 2327471/03/10

|   | Current details   | Amended details  |             |             |                            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|---|--|-------------|-------------|----------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|---|----------|-------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| > Registered Office Address<br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>     | <b>69 Bloomfield Avenue</b><br><b>Bath</b><br><b>Avon BA2 3AA</b>   | Address<br>_____<br>_____<br>_____<br>UK Postcode    _ _ _ _ _ |             |             |                            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| > Register of Members<br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>           | <b>Address where the Register is held</b><br><br><b>At Registered Office</b>  | Address<br>_____<br>_____<br>_____<br>UK Postcode    _ _ _ _ _ |             |             |                            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| > Register of Debenture Holders<br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i> | <b>Not Applicable</b>   | Address<br>_____<br>_____<br>_____<br>UK Postcode    _ _ _ _ _ |             |             |                            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| > Principal Business Activities<br><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><b>7499</b></td> <td><b>Non-trading company</b></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> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table> | SIC Code   | Description | <b>7499</b> | <b>Non-trading company</b> |  |  |  |  |  |  |  |  |  |  |  |  |  |  | <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> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table> | SIC CODE | Description |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| SIC Code  | Description   |  |             |             |                            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>7499</b>   | <b>Non-trading company</b>  |  |             |             |                            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| SIC CODE  | Description   |  |             |             |                            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| > <i>Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.</i>                     |   |  |             |             |                            |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |          |             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## Section 2: Details of Officers of the Company

|  | Current details   | Amended details   |
|--|---|---|
| <b>&gt; Company Secretary</b><br><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><br><br><i>Particulars of a new Company Secretary must be notified on form 288.</i> | <b>Name</b><br><b>Mark Robert GILBERT</b><br><br><b>Address</b><br><b>69 Bloomfield Avenue</b><br><b>Bath</b><br><b>Avon</b><br><b>BA2 3AA</b>  | <b>Name</b><br><br><b>Address</b><br><br><br><br><b>UK Postcode</b> _ _ _ _<br><b>Date of change</b> _ _ / _ _ / _ _ _ _<br><b>Date Mark Robert GILBERT</b><br><b>ceased to be secretary (if applicable)</b><br>_ _ / _ _ / _ _ _ _   |
| <b>&gt; Director</b><br><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><br><br><i>Particulars of a new Director must be notified on form 288.</i>                   | <b>Name</b><br><b>Mark Robert GILBERT</b><br><br><b>Address</b><br><b>69 Bloomfield Avenue</b><br><b>Bath</b><br><b>Avon</b><br><b>BA2 3AA</b><br><br><b>Date of birth</b> 06/11/1949<br><br><b>Nationality</b> British<br><br><b>Occupation</b> Company Director | <b>Name</b><br><br><b>Address</b><br><br><br><br><b>UK Postcode</b> _ _ _ _<br><b>Date of birth</b> _ _ / _ _ / _ _ _ _<br><b>Nationality</b> _____<br><b>Occupation</b> _____<br><b>Date of change</b> _ _ / _ _ / _ _ _ _<br><b>Date Mark Robert GILBERT</b> ceased to be director (if applicable)<br>_ _ / _ _ / _ _ _ _ |
| <b>&gt; Director</b><br><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><br><br><i>Particulars of a new Director must be notified on form 288.</i>                   | <b>Name</b><br><b>Melissa STOKES</b><br><br><b>Address</b><br><b>58 The Hall</b><br><b>Blackheath</b><br><b>London</b><br><b>SE3 9BG</b><br><br><b>Date of birth</b> 13/06/1968<br><br><b>Nationality</b> British<br><br><b>Occupation</b> Graphic Designer       | <b>Name</b><br><br><b>Address</b><br><br><br><br><b>UK Postcode</b> _ _ _ _<br><b>Date of birth</b> _ _ / _ _ / _ _ _ _<br><b>Nationality</b> _____<br><b>Occupation</b> _____<br><b>Date of change</b> _ _ / _ _ / _ _ _ _<br><b>Date Melissa STOKES</b> ceased to be director (if applicable)<br>_ _ / _ _ / _ _ _ _      |

## Section 3: Share Capital

|   | Current details   | Amended details  |
|---|---|--|
| <b>&gt; Issued Share Capital</b><br><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>  | <b>Class of share</b><br><b>Ordinary</b><br><b>Nominal value of each share</b><br><b>£1.00</b><br><b>Number of shares issued</b><br><b>2</b><br><b>Aggregate Nominal Value of issued shares</b><br><b>£2.00</b> | <b>Class of share</b><br><br><b>Nominal value of each share</b><br><br><b>Number of shares issued</b><br><br><b>Aggregate Nominal Value of issued shares</b><br><br> |
| <b>&gt; Total shares issued and value</b><br><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>   | <b>Total number of shares issued</b><br><b>2</b><br><b>Total Nominal value of shares issued</b><br><b>£2.00</b>   | <b>Total number of shares issued</b><br><br><b>Total Nominal value of shares issued</b><br><br>  |
| <b>&gt; 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 <a href="http://www.companieshouse.gov.uk">www.companieshouse.gov.uk</a> or by ringing 029 2038 0801.</b> |   |  |

**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                                    |                       |                        |                                  |
|-----------------|--|------------------------------|---|---|-----------------------|------------------------|----------------------------------|
| >               | <b>Shareholder Name</b><br><b>M.R. GILBERT</b>   | <b>Name</b><br><hr/>         |   | <b>Shares transferred by</b><br><b>M.R. GILBERT</b>   |                       |                        |                                  |
|                 |  | <b>Address</b><br><hr/>      |   |   |                       |                        |                                  |
|                 | <b>Address</b><br><b>69 Bloomfield Avenue</b><br><b>Bath</b><br><b>BA2 3AA</b>               | <hr/>                        |   |   |                       |                        |                                  |
|                 |  | <b>UK Postcode</b> _ _ _ _ _ |   |   |                       |                        |                                  |
|                 | <b>Shares held</b><br><b>Class</b><br><b>Ordinary</b>  | <b>Number</b><br><b>1</b>    | <b>Shares held</b><br><b>Class</b><br><hr/> | <b>Number</b><br><hr/>                                | <b>Class</b><br><hr/> | <b>Number</b><br><hr/> | <b>Date of transfer</b><br><hr/> |
|                 |  |                              | <hr/>                                       | <hr/>   | <hr/>                 | <hr/>                  | <hr/>                            |
| >               | <b>Shareholder Name</b><br><b>Melissa STOKES</b>   | <b>Name</b><br><hr/>         |   | <b>Shares transferred by</b><br><b>Melissa STOKES</b> |                       |                        |                                  |
|                 |  | <b>Address</b><br><hr/>      |   |   |                       |                        |                                  |
|                 | <b>Address</b><br><b>58 The Hall</b><br><b>Blackheath</b><br><b>London</b><br><b>SE3 9BG</b> | <hr/>                        |   |   |                       |                        |                                  |
|                 |  | <b>UK Postcode</b> _ _ _ _ _ |   |   |                       |                        |                                  |
|                 | <b>Shares held</b><br><b>Class</b><br><b>Ordinary</b>  | <b>Number</b><br><b>1</b>    | <b>Shares held</b><br><b>Class</b><br><hr/> | <b>Number</b><br><hr/>                                | <b>Class</b><br><hr/> | <b>Number</b><br><hr/> | <b>Date of transfer</b><br><hr/> |
|                 |  |                              | <hr/>                                       | <hr/>   | <hr/>                 | <hr/>                  | <hr/>                            |

**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<br>_____<br>Address<br>_____<br>_____<br>_____<br>UK Postcode    _ _ _ _ _ |  |  |   |
| Name<br>_____<br>Address<br>_____<br>_____<br>_____<br>UK Postcode    _ _ _ _ _ |  |  |   |
| Name<br>_____<br>Address<br>_____<br>_____<br>_____<br>UK Postcode    _ _ _ _ _ |  |  |   |
| Name<br>_____<br>Address<br>_____<br>_____<br>_____<br>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

*M. J. J. J. J.*  
(Director / Secretary)

Date

24/10/2000

*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 **22/10/2000** 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 **22nd October 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

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

101593

*(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

FRANK RILBERT

Telephone number inc code

01225 443929

Address

69 BLOOMFIELD AVENUE  
BATH

DX number if applicable

— — — — —

DX exchange

Postcode

BA2 3AA