

# G

## COMPANIES FORM No. 88(2)(Rev 1988)

### Return of allotments of shares

# 88(2)

Pursuant to section 88(2) of the Companies Act 1985 (the Act)

(REVISED 1988)

This form replaces forms  
PUC2, PUC3 and 88(2)

Please do not  
write in this  
margin

To the Registrar of Companies (address overleaf)  
(see note 1)

Please complete  
legibly, preferably  
in black type, or  
bold block lettering

Company number

2511016

#### 1. Name of company

\* insert full name  
of company

\* FIRST OFFICE SYSTEMS LIMITED.

#### 2. This section must be completed for all allotments

Description of shares †	ORDINARY 'A' SHARES	ORDINARY 'B' SHARES	
A Number allotted	10600	5400	
B Nominal value of each	£ ONE POUND	£ ONE POUND	£
C Total amount (if any) paid or due and payable on each share (including premium if any)	£	£	£

† distinguish  
between  
ordinary  
preference, etc.

Date(s) on which the shares were allotted

(a) [on 7 October 1998] §, or

(b) [from 19 to 19] §

The names and addresses of the allottees and the number of shares allotted to each should be  
given overleaf

§ complete  
(a) or (b) as  
appropriate

#### 3. If the allotment is wholly or partly other than for cash the following information must be given (see notes 2 & 3)

D Extent to which each share is to be treated as paid up. Please use percentage:			
E Consideration for which the shares were allotted			

#### NOTES

1. This form should be delivered to the Registrar of Companies within one month of the (first) date of allotment.
2. If the allotment is wholly or partly other than for cash, the company must deliver to the registrar a return containing the information at D & E. The company may deliver this information by completing D & E and the delivery of the information must be accompanied by the duly stamped contract required by section 88(2)(b) of the Act or by the duly stamped prescribed particulars required by section 88(3) (Form No 88(3)).
3. Details of bonus issues should be included only in section 2.

Presentor's name address, telephone  
number and reference (if any):

JOHN SIMON BOWEN  
FIRST OFFICE SYSTEMS LTD  
14-16A ALBION ROAD  
TOMBRIDGE WEND  
RENT TAI 2NH.

For official use

Post room



Please complete legibly, preferably in black type, or bold block lettering

‡ Insert  
Director,  
Secretary,  
Administrator,  
Administrative  
Receiver or  
Receiver  
(Scotland) as  
appropriate

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