

SH01

Return of allotment of shares

form produced by

KEENIS

SATURDAY



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COMPANIES HOUSE

You can use the WebFiling service to file this form online
Please go to www.companieshouse.gov.uk

☒ **What this form is for**
You may use this form to
give notice of shares allotted
following incorporation.

☐ **What this form is NOT for**
You cannot use this form to give
notice of shares taken by sub-
scribers on formation of the company
or for an allotment of a new class
of shares by an unlimited company.

For further information, please
refer to our guidance at
www.companieshouse.gov.uk

1 Company details

Company number 0 5 3 7 4 1 4 1

Company name in full
I2 Office Limited

→ **Filling in this form**
Please complete in typescript
or in bold black capitals.

All fields are mandatory unless
specified or indicated by *

2 Allotment dates ①

From date 2 8 1 0 2 0 0 9

To date 0 9 1 1 2 0 0 9

① **Allotment date**
If all shares were allotted on
the same day, enter that date
in the 'from date' box. If shares
were allotted over a period of
time, complete both 'from date'
and 'to date' boxes.

3 Shares allotted

Please give details of the shares allotted, included bonus shares.

② **Currency**
If currency details are not
completed we will assume
currency is in pound sterling.

Class of shares (E.g. Ordinary/Preference etc.)	Currency ②	Number of shares allotted	Nominal value of each share	Amount paid (including share premium)	Amount (if any) unpaid (including share premium)
£1 Ordinary Shares		120,000	1.00	1.0000000	0.0000000

If the allotted shares are fully or partly paid up otherwise than in cash,
please state the consideration for which the shares were allotted.

Details of non-cash
consideration.

If a PLC, please attach
valuation report (if
appropriate)

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Statement of Capital

Section 4 (also Section 5 and Section 6, if appropriate) should reflect the company's issued capital at the date of this return.

4 Statement of capital (Share capital in pound sterling (£))

Please complete the table below to show each class of shares held in pound sterling.

If all your issued capital is in sterling, only complete Section 4 and then go to Section 7.

Class of shares (E.g. Ordinary/Preference etc.)	Amount paid up on each share ①	Amount (if any) unpaid on each share ①	Number of shares ②	Aggregate nominal value ③
£1 Ordinary Shares	0.0000000	1.0000000	2	£ 2.00
£1 Ordinary Shares	1.0000000	0.0000000	120,000	£ 120,000.00
				£
				£
Totals			120,002	£ 120,002.00

5 Statement of capital (Share capital in other currencies)

Please complete the table below to show any class of shares held in other currencies.

Please complete a separate table for each currency.

Currency

Class of shares (E.g. Ordinary/Preference etc.)	Amount paid up on each share ①	Amount (if any) unpaid on each share ①	Number of shares ②	Aggregate nominal value ③
Totals				

Currency

Class of shares (E.g. Ordinary/Preference etc.)	Amount paid up on each share ①	Amount (if any) unpaid on each share ①	Number of shares ②	Aggregate nominal value ③
Totals				

6 Statement of capital (Totals)

Please give the total number of shares and total aggregate nominal value of issued share capital.

Total number of shares 120,002

Total aggregate nominal value ① GBP 120,002.00

③ Total aggregate nominal value
Please list total aggregate values in different currencies separately. For example:
GBP 100 + EUR 100 + USD 10 etc.

① Including both the nominal value and any share premium.

② E.g. Number of shares issued multiplied by nominal value of each share.

③ Total number of issued shares in this class.

Continuation Pages

Please use a Statement of Capital continuation page if necessary.

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Statement of capital (Prescribed particulars of rights attached to shares)

Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in **Section 4** and **Section 5**.

1 Prescribed particulars of rights attached to shares

The particulars are:

- (a) particulars of any voting rights, including rights that arise only in certain circumstances;
- (b) particulars of any rights, as respects dividends, to participate in a distribution;
- (c) particulars of any rights, as respects capital, to participate in a distribution (including on winding up); and
- (d) whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder and any terms or conditions relating to redemption of these shares.

A separate table must be used for each class of share.

Continuation page
Please use a Statement of Capital continuation page if necessary.

Class of share

Prescribed particulars ¹

See continuation sheet(s)

Class of share

Prescribed particulars ¹

Class of share

Prescribed particulars ¹

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Signature

I am signing this form on behalf of the company.

Signature

Signature

X

This form may be signed by:

Director ², Secretary, Person authorised ³, Administrator, Administrative receiver, Receiver, Receiver manager, CIC manager.

X

2 Societas Europaea

If the form is being filed on behalf of a Societas Europaea (SE) please delete 'director' and insert details of which organ of the SE the person signing has membership.

3 Person authorised

Under either section 270 or 274 of the Companies Act 2006.

SH01 - continuation page
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Statement of capital (Prescribed particulars of rights attached to shares)

Class of share	£1 Ordinary Shares
Prescribed particulars	Shares rank equally for voting purposes.

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**Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name

Company name

Keens Shay Keens MK

Address

Sovereign Court, 230 Upper 5th Street

Post town

Central Milton Keynes

County/Region

Bucks

Postcode

M K 9 2 H R

Country

United Kingdom

DX

Telephone

01908 674484

**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have shown the date(s) of allotment in section 2.
- ☐ You have completed all appropriate share details in section 3.
- ☐ You have completed the appropriate sections of the Statement of Capital.
- ☐ You have signed the form.

**Important information**

Please note that all information on this form will appear on the public record.

**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:

For companies registered in England and Wales:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

For companies registered in Scotland:

The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF.
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post).

For companies registered in Northern Ireland:

The Registrar of Companies, Companies House,
First Floor, Waterfront Plaza, 8 Laganbank Road,
Belfast, Northern Ireland, BT1 3BS.
DX 481 N.R. Belfast 1.

**Further information**

For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk