In accordance with Sections 859A and 859J of the Companies Act 2006.

MR01

Particulars of a charge



	A fee is payable with this form. Please see 'How to pay' on the last page.	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 register a charge created or evidenced by an instrument.	What this form is NOT for You may not use this form to register a charge where there is no instrument. Use form MR08.	For further information, please refer to our guidance at: www.companieshouse.gov.uk	
	This form must be delivered to the Regi- 21 days beginning with the day after the delivered outside of the 21 days it will be recourt order extending the time for delivery	date of creation of the charge. If rejected unless it is accompanied	*S2ODYO5Q* SCT 31/12/2013 #37	
	You must enclose a certified copy of the i scanned and placed on the public record.	nstrument with this form. This wi.	COMPANIES HOUSE	
1	Company details		For official use	
Company number Company name in full	S C 3 3 5 0 7 0 Compliance First Limited		Filling in this form Please complete in typescript or in bold black capitals.	
Company hame ar full	Toomphanee 1 inst climited		All fields are mandatory unless specified or indicated by *	
2	Charge creation date			
Charge creation date	d2 d0 m1 m2 y2 y0	^y 1 ^y 3		
3	Names of persons, security agents or trustees entitled to the charge			
	Please show the names of each of the pentitled to the charge.	ersons, security agents or trustees		
Name	Clydesdale Bank PLC (trading as b	oth Clydesdale Bank and		
	Yorkshire Bank)			
Name				
Name				
Name				
	If there are more than four names, please tick the statement below. I confirm that there are more than fo trustees entitled to the charge.			
<u></u>				

Particulars of a charge Trustee statement You may tick the box if the company named in Section 1 is acting as trustee of the property or undertaking which is the subject of the charge. Signature Please sign the form here. Signature X You may tick the box if the company named in Section 1 is acting as trustee of the registration of the charge (use form MR06).

This form must be signed by a person with an interest in the charge.

MR01

MR01

Particulars of a charge

Presenter information	Important information	
We will send the certificate to the address entered below. All details given here will be available on the public record. You do not have to show any details	Please note that all information on this form will appear on the public record.	
here but, if none are given, we will send the certificate to the company's Registered Office address.	How to pay	
Contact name Fiona Yeung	A fee of £13 is payable to Companies House in respect of each mortgage or charge filed	
Company name PINSENT MASONS LLP	on paper. Make cheques or postal orders payable to 'Companies House'.	
Address 141 Bothwell Street	Companies nouse.	
	☑ Where to send	
	You may return this form to any Companies House	
Post town Glasgow	address. However, for expediency, we advise you to return it to the appropriate address below:	
County/Region	For companies registered in England and Wales:	
Postcode G 2 7 E Q	The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ.	
Country	DX 33050 Cardiff.	
DX DX GW 135 GLASGOW	For companies registered in Scotland:	
Telephone +44 (0) 141 567 8400	The Registrar of Companies, Companies House, Fourth floor, Edinburgh Quay 2,	
✓ Certificate	139 Fountainbridge, Edinburgh, Scotland, EH3 9FF. DX ED235 Edinburgh 1	
We will send your certificate to the presenter's address	or LP - 4 Edinburgh 2 (Legal Post).	
if given above or to the company's Registered Office if you have left the presenter's information blank.	For companies registered in Northern Ireland:	
	The Registrar of Companies, Companies House, Second Floor, The Linenhall, 32-38 Linenhall Street,	
Checklist	Belfast, Northern Ireland, BT2 8BG.	
We may return forms completed incorrectly or with information missing.	DX 481 N.R. Belfast 1.	
	<i>i</i> Further information	
Please make sure you have remembered the following:	For further information, please see the guidance notes	
The company name and number match the	on the website at www.companieshouse.gov.uk or	
information held on the public Register. You have included a certified copy of the	email enquiries@companieshouse.gov.uk	
instrument with this form.	This form is available in an	
You have entered the date on which the charge was created.	alternative format. Please visit the	
You have shown the names of persons entitled to	forms page on the website at	
the charge. You have ticked any appropriate boxes in Sections	www.companieshouse.gov.uk	
3, 5, 6, 7 & 8. You have given a description in Section 4, if		
appropriate. You have signed the form.		
You have enclosed the correct fee.		
Please do not send the original instrument; it must be a certified copy.		



CERTIFICATE OF THE REGISTRATION OF A CHARGE

Company number: 335070

Charge code: SC33 5070 0001

The Registrar of Companies for Scotland hereby certifies that a charge dated 20th December 2013 and created by COMPLIANCE FIRST LIMITED was delivered pursuant to Chapter A1 Part 25 of the Companies Act 2006 on 31st December 2013.

Given at Companies House, Edinburgh on 7th January 2014





Cá Clydesdale Bank | Sy Yorkshire Bank

FLOATING CHARGE

by

COMPLIANCE FIRST LIMITED

in favour of

Clydesdale Bank PLC (trading as both Clydesdale Bank and Yorkshire Bank)

Date: 20 December 2013

We certify that, save for material redacted pursuant to s.859G of the Companies Act 2006. this copy instrument is a correct copy of the original instrument

Prisent Masons LLP

FLOATING CHARGE

by

Name:

Compliance First Limited

Company Number:

SC335070

Registered Office:

Building 2 Kirkhill House Broom Road East Newton Mearns

Glasgow G77 5LL

("the Company")

in favour of:

Name:

Clydesdale Bank PLC (trading as both Clydesdale

Bank and Yorkshire Bank)

Company Number:

SC001111

Registered Office:

30 St Vincent Place, Glasgow, G1 2HL

Details for Notices:

Address:

Business Lending Services, 20 Merrion Way, Leeds

LS2 8NZ

Fax:

0113 807 2448 (CB) / 0113 807 2359 (YB)

Reference:

("the Bank")

over:

The whole of the property, assets and rights (including uncalled capital) which are or may from time to time while this Charge is in force be comprised in the property and undertaking of the Company.

("the Charged Assets")

in respect of:

All present and future obligations and liabilities (including without limitation all sums of principal, interest and expenses) whether actual or contingent and whether owed solely or jointly and whether as principal debtor, guarantor, cautioner, surety, indemnifier or otherwise (or the equivalent in any other relevant jurisdiction) of the Company to the Bank; and in whatever manner and on any account.

("the Secured Liabilities")

Other defined terms used in this Floating Charge are as set out in Clause 24.

1. Undertaking to Pay Secured Liabilities

The Company:

- 1.1 undertakes to pay and discharge the Secured Liabilities to the Bank or as the Bank may direct:
 - 1.1.1 on the due date for payment or performance of the Secured Liabilities concerned as provided by the terms of any agreement or document constituting the same; and
 - in the absence of any express provision for payment and performance of the Secured Liabilities concerned on written demand by the Bank;
- agrees that if it shall fail to pay any part of the Secured Liabilities when due then such amount shall bear interest (after as well as before decree and payable on demand) at 6% over the Bank of England Base Rate as it may vary from time to time from the due date until paid in full;
- agrees with the Bank that a certificate signed by or on behalf of the Bank as to the amount, calculation or nature of the Secured Liabilities or any part of them will, in the absence of manifest error, be conclusive and binding on the Company.

2. Floating Charge

- 2.1 The Company as security for the due and punctual payment and performance of the Secured Liabilities hereby grants to the Bank a floating charge over the Charged Assets.
- The floating charge granted by the Company pursuant to Clause 2.1 is intended to be a qualifying floating charge as defined in paragraph 14 of Schedule B1 to the Insolvency Act 1986 (inserted by Section 248 of and Schedule 16 to the Enterprise Act 2002).

3, Ranking

The Company undertakes to the Bank that except as permitted by the terms of Clause 4.1 no Encumbrance shall rank in priority to or equally with or postponed to the Encumbrance created by this Charge.

4. Negative Pledge

The Company undertakes to the Bank that it will not:

- except for a Permitted Encumbrance create or allow to subsist any Encumbrance. In the event that the Company creates any Encumbrance in breach of this prohibition, this Charge shall rank in priority to that Encumbrance;
- dispose of all or any of the Charged Assets or its interest in them otherwise than in the ordinary course of business.

5. Appointment of Administrator

- 5.1. This Charge shall become enforceable upon and at any time after the occurrence of any an Event of Default which is continuing.
- 5.2 If any Charged Assets are Financial Collateral (which includes but is not limited to funds held in a bank account and shares) and are subject to a Security Financial Collateral Arrangement created by this Charge:

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- 5.2.1 the Bank shall have the right after this Charge becomes enforceable, to apply all or any part of those Charged Assets in or towards the payment or discharge of the Secured Liabilities;
- 5.2.2 the value of Charged Assets applied under this Clause 5.2 will be the value of those Charged Assets (as listed on any recognised market index, or determined by such other method as the Bank may select) when the Bank's right to apply them is used;
- 5.2.3 the Company agrees that any Charged Assets which are Financial Collateral may at the Bank's option be held or designated so as to be under the control of the Bank for all purposes of the Financial Collateral Regulations.
- 5.3 At any time after this Charge has become enforceable, the Bank may appoint any one or more persons to be administrator of the Company in accordance with and to the extent permitted by applicable laws.
- At any time after this Charge becomes enforceable, the Bank may redeem any prior Encumbrance in respect of all or any of the Charged Assets or procure the transfer of them to itself and may settle the accounts of the prior encumbrancer and any accounts so settled will be, in the absence of manifest error, conclusive and binding on the Company. All money paid by the Bank to the encumbrancer in accordance with such accounts shall form part of the Secured Liabilities and shall bear interest at 6% over the Bank of England Base Rate as it may vary from time to time from the date the same are incurred, computed and compounded monthly.

6. Covenants and Further Assurance

- 6.1 The Company shall not without the prior written consent of the Bank:
 - 6.1.1 deal with book or other debts or securities forming part of the Charged Assets otherwise than in the ordinary course of getting in and realising the same, which shall not include or extend to selling or assigning or in any other way factoring or discounting any of them;
 - 6.1.2 pull down or remove the whole or any part of any buildings forming part of the Charged Assets or sever or unfix or remove any of the fixtures attaching to them nor (except for the purposes of effecting necessary repairs or of replacing any of them with new or improved models or substitutes) remove any of the plant and machinery belonging to or used by the Company and the Company shall whenever any of that plant and machinery is destroyed or damaged or deteriorates, immediately reinstate the same:
 - grant or agree to grant any tenancy or licence affecting all or any of the Charged Assets or grant or agree to grant a lease of, or accept a surrender of a lease or tenancy of, all or any part of them;
 - 6.1.4 become cautioner, guarantor or surety for any person, firm or company;
 - 6.1.5 undertake any obligation to any third party which results in the
 Company's rights to recover or take payment of any monies due or which
 may become due to the Company from any one of its debtors being
 postponed or subordinated to the claims of such third party; or
 - 6.1.6 cause or permit to be done anything which may in any way jeopardise or otherwise prejudice the value or marketability of any of the Charged Assets.

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6.2 The Company shall:

- 6.2.1 if and when required by the Bank, grant in its favour or as the Bank shall direct, such fixed or specific security or charge over all or any of the Charged Assets as the Bank may require;
- 6.2.2 promptly notify the Bank of its acquisition of any heritable, freehold or leasehold property and if required to do so by the Bank, deposit with the Bank during the continuance of this security all charges and documents of title relating to that property;
- 6.2.3 pay any amount to be paid to the Company in respect of any uncalled capital to the Bank which may at any time apply the whole or any part of it in or towards satisfaction of the Secured Liabilities;
- 6.2.4 at all times keep the Charged Assets in good repair;
- insure the Charged Assets and keep them insured or procure that they are insured or kept insured with a reputable insurance company against loss or damage by fire and such other risks as the Bank from time to time may require, to their full replacement value and produce if required to do so by the Bank all receipts for the current premiums and, failing payment of any premium, the Bank may at the Company's expense effect or renew any such insurance as the Bank shall see fit, debiting the amount of any such insurance to any account in the Company's name with the Bank;
- 6.2.6 notify the Bank immediately in the event of any creditor executing diligence against the Company (whether effectual or not) or any distress or execution being levied or enforced against the Company or any third party debt order or freezing order being made and served on the Company:
- 6.2.7 notify the Bank immediately if any steps (including, without limitation, the making of an application or the giving of any notice) are taken by any person (including, without limitation, the Company) in relation to the administration, receivership, winding-up or dissolution of the Company;
- 6.2.8 maintain its centre of main interests (COMI) in the United Kingdom for the purposes of the Council Regulation (EC) No. 1346/2000 on Insolvency Proceedings; and
- 6.2.9 sign and effect all documents, assurances and matters as the Bank may reasonably require for perfecting the security intended to be created by this Charge and for facilitating the realisation of the Charged Assets.

7. Bank's Right to Perform Company's Obligations

- 7.1 If the Company fails to perform any obligations imposed upon it by this Charge the Bank may but is not obliged to take such steps as in its opinion may be required to remedy such failure including making any payment and for that purpose the Bank and its agents may enter upon any of the Charged Assets without being deemed to have entered into possession of the Charged Assets.
- 7.2 The Company shall indemnify the Bank from and against any sums expended by the Bank pursuant to Clause 7.1;
- 7.3 : All amounts payable under Clause 7.2 shall bear interest at 6% over the Bank of England Base Rate as it may vary from time to time from the date the same are incurred, computed and compounded monthly.

8. Bank's Right to Set Off and Debit Accounts

The Company agrees that:

- 8.1 the Bank may debit any account of the Company with the Bank with the whole or any part of any amount due by the Company under this Charge whether any such account shall be overdrawn or may become overdrawn by reason of any such debit;
- 8.2 if the Bank exercises any right of set-off in respect of any liability of the Company and that liability or any part of it is in a different currency from any credit balance against which the Bank seeks to set it off, the Bank may use the currency of the credit balance to purchase an amount in the currency of the liability at the prevailing spot selling rate of exchange for the Bank as conclusively determined by the Bank and to pay out of the credit balance all costs, charges and expenses incurred by the Bank in connection with that purchase; and
- the Bank shall not be liable for any loss of interest caused by the determination before maturity of any deposits or any loss caused by the fluctuation in any exchange rate at which any currency may be bought or sold by the Bank.

9. Information Disclosure

The Company authorises the Bank to disclose information about the Company, this Charge, the Charged Assets and the Secured Liabilities to:

- 9.1 any party to whom the Bank has assigned or transferred or intends to assign or transfer its rights under this Charge;
- 9,2 any other person if required by law to do so;
- 9.3 any member of the Bank's Group; or
- 9.4 the Bank's auditors, advisors, applicable regulatory authorities, rating agencies and investors.

10. Preservation of Rights

This Charge, the security constituted by this Charge and the rights, powers, remedies and discretions conferred by this Charge shall not be discharged, impaired or otherwise affected by:

- any legal limitation, disability, incapacity or other similar circumstance relating to the Company; or
- any act or omission or other circumstances which but for this provision might operate to release the Company from its obligations in respect of the Secured Liabilities, in whole or in part.

11. Rights Under this Charge

This Charge, the security constituted by this Charge and the rights, powers, remedies and discretions conferred by this Charge:

shall be in addition to and independent of and shall not in any way prejudice or be prejudiced by any collateral or other security, right, remedy or power whether at law or otherwise which the Bank may now or at any time after the date of this Charge have or hold for all or any part of the Secured Liabilities or by any such collateral or other security, right, remedy or power becoming wholly or in part void

or voidable or unenforceable or by the failure to perfect or enforce any such collateral or other security, right, remedy or power; and

may be enforced or exercised without the Bank first having taken action or obtained decree against the Company, filed any claim to rank in the winding up or liquidation of the Company or having enforced or sought to enforce any other collateral, security, right, remedy or power whether at law or otherwise.

12. Continuing Security

The security constituted by this Charge shall be a continuing security and shall remain in full force and effect until total and irrevocable satisfaction of all the Secured Liabilities.

13. Notice of Subsequent Encumbrances

If the Bank receives or is deemed to have received notice of any subsequent Encumbrance or other interest affecting any part of the Charged Assets and/or proceeds of sale or realisation of the Charged Assets the Bank may open a new account or accounts for the Company in its books and if the Bank does not do so then, unless the Bank gives express written notice to the contrary to the Company as from the time of receipt or deemed receipt of such notice by the Bank all payments made by the Company to the Bank shall notwithstanding any appropriation by the Company to the contrary be treated as having been credited to a new account of the Company and not as having been applied in reduction of the Secured Liabilities.

14. Suspense Accounts

All monies received by the Bank under this Charge may at the discretion of the Bank be credited to a suspense account and may be held in such account for so long as the Bank shall think fit without any obligation to apply all or any part of such monles in or towards payment or performance of the Secured Liabilities.

15. Discharge and Avoidance of Payments

Any settlement or discharge between the Company and the Bank shall be conditional upon no security or payment granted or made to the Bank by the Company or any other person being avoided or reduced by virtue of any provision or enactment relating to administration, bankruptcy, insolvency or liquidation for the time being in force and accordingly (but without prejudice to any other rights of the Bank) the Bank shall be entitled to recover from the Company the value or amount of such security or payment from the Company or to enforce this Charge to the full extent of the Secured Liabilities as if such settlement or discharge had not occurred.

16. Remedies, Walvers and Consents____

- No failure or delay by the Bank in exercising any right, remedy or power under this
 Charge shall operate as a waiver and no single or partial exercise shall prevent further exercise of any right, remedy or power.
- 16.2 Any waiver and any consent by the Bank under this Charge must be in writing to be effective and may be given subject to such conditions as the Bank thinks fit.

17. Partial Invalidity

- 17.1 Each provision of this Charge will be valid and enforceable to the fullest extent permitted by law.
- 17.2 If any provision of this Charge shall to any extent be invalid or unenforceable the validity and enforceability of the remaining provisions of this Charge will not in any way be affected. Any invalid and unenforceable provision shall be modified to the

extent necessary to make such provision valid and enforceable provided the Bank consents in writing to such modification.

18. Power of Attorney

- 18.1 The Company irrevocably appoints the Bank and also as a separate appointment the Administrator severally its attorney and attorneys with full power to delegate for the Company and on its behalf, in its name and as its act and deed or otherwise to execute and deliver any document or any alteration, addition or deletion to any document which such attorney requires or deems proper in relation to this Charge or any perfection, protection or enforcement action in connection therewith.
- The Company hereby ratifies and confirms and agrees to ratify and confirm immediately upon request by the Bank or the Administrator the actions of an attorney appointed under Clause 18.1.

19. Costs and Expenses

- The Company shall pay, on a full indemnity basis, all costs, charges, expenses and liabilities incurred by the Bank (including without limitation all amounts determined by the Bank to be necessary to compensate it for internal management or administration costs, charges and expenses) or to be incurred by the Bank or any attorney, manager, agent or other person appointed by the Bank in connection with the preparation, negotiation, completion, execution, registration, perfection, modification, amendment, issue of waivers and consents under, enforcement and or attempted enforcement, preservation of rights under, exercise or purported exercise of rights under or decision as to whether to exercise rights under, assignation, release or discharge of this Charge or actions, proceedings or claims in respect of this Charge or the Charged Assets which costs, charges and expenses shall form part of the Secured Liabilities.
- All amounts payable under Clause 19.1 shall bear interest at 6% over the Bank of England Base Rate as it may vary from time to time from the date the same are incurred, computed and compounded monthly.

20. Currency

- 20.1. The Bank may convert any monies received under this Charge from their existing currency of denomination into such other currency or denomination as the Bank may think fit.
- 20.2 Any such conversion shall be effected at the Bank's then prevailing spot selling rate of exchange for such other currency against the existing currency as conclusively determined by the Bank.

21. Rights to Assign

- 21.1 The Bank may assign all or any of its rights under this Charge.
- 21.2 The Company may not assign any of its rights or transfer any of its rights or obligations under this Charge without the prior written consent of the Bank.

22. Communications

Each notice, consent and other communication in respect of this Charge:

- 22.1 will be in writing (which includes by fax);
- 22.2 will be sent to the address or fax number most recently designated for this purpose by the recipient;

- given to the Company will be effective when left at, or two Business Days after it is posted to, the relevant address or, in the case of a fax, on receipt by the Bank of a fax confirmation sheet; and
 - given to the Bank will be effective only on actual receipt by the Business Lending Services Department of the Bank or such other department as may be notified to the Company from time to time.

23. Registration

The Company consents to the registration for preservation and execution of this Charge and of any certificate referred to in Clause 1.3 in the Books of Council and Session.

24. Interpretation

In this Charge:

- "Administrator" means an administrator of the Company appointed pursuant to Clause 5.3, which expression shall, where necessary include any person substituted as administrator of the Company;
 - "Bank's Group" means the Bank, any subsidiary of it, any holding company of it and any subsidiary of its holding company;
 - "Business Day" means any day (excluding Saturdays, Sundays and bank holidays) on which banks are generally open in the City of London for the transaction of normal banking business;
 - "Companies Act" means the Companies Act 2006, as amended from time to time:
 - "Encumbrance" means any mortgage, standard security, charge (whether fixed or floating), assignment, assignation, pledge, encumbrance, hypothecation, security interest, title retention or other preferential right having the effect of creating security;
 - "Event of Default" has the meaning given to that expression in the Facilities Agreement;
 - "Facilities Agreement" means the £11,603,000 term loan facilities agreement made between, amongst others (1) the Bank, (2) Simply Biz Limited and (3) the Company dated on or about the date of this Charge;
 - "Financial Collateral" has the meaning given to that expression in the Financial Collateral Regulations;
 - "Financial Collateral Regulations" means the Financial Collateral Arrangements (No. 2) Regulations 2003 (S.I. 2003 No. 3226);

"Permitted Encumbrances" means:

- (a) a fixed security in favour of the Bank;
- (b) any Encumbrance arising by operation of law and in the ordinary and usual course of trading of the Company; and
- (c) an Encumbrance consented to in writing by the Bank;

- "Security Financial Collateral Arrangements" shall have the meaning given to that expression in the Financial Collateral Regulations;
- "subsidiary" and "holding company" shall have the meanings given to them in Section 1159 of the Companies Act and "subsidiaries" shall mean all or any of them, as appropriate;
- 24.2 without prejudice to any requirement to procure consent to the same the expressions "Company" and "Bank" include their successors, assignees and transferees;
- 24.3 without prejudice to any requirement to procure consent to the same, any reference to any document of any kind is to that document as amended, varied, supplemented, novated, restated or substituted from time to time; and
- references to a "fixed security" means in relation to any property of a company, any security other than a floating charge or a charge having the nature of a floating charge, which on the winding up of such company in Scotland would be treated as an effective security over that property and (without prejudice to that generality) includes a security over that property being a heritable security within the meaning of section 9(8) of the Conveyancing and Feudal Reform (Scotland) Act 1970.

25. Governing Law and Submission to Jurisdiction

- 25.1 The governing law of this Charge is the law of Scotland.
- 25.2 The Company irrevocably:
 - 25.2.1 submits to the jurisdiction of the Courts of Scotland; and
 - 25.2.2 agrees that nothing in Clause 25.2.1 prevents the Bank or Administrator taking proceedings in any other jurisdiction nor shall the taking of proceedings in any jurisdiction preclude the Bank or Administrator taking proceedings in any other jurisdiction.

IN WITNESS WHEREOF these presents are executed as follows:

This is an important document. You should take independent legal advice before signing and sign only when you fully understand the consequences and if you want to be legally bound.

SIGNED for and on behalf of

COMPLIANCE FIRST LIMITED

place of signing 12 KWG. FB LIEDS

place of signing 151 24L (Signature)

on 20 December 2013

by

SARAH TURNEY Director

(Print Full Name)

in the presence of:

PETER CONSIDIAL Full Name

12 KING SOLESS Address

LS1 24L

Discharge

Clydesdale Bank PLC (trading as both Clydesdale Bank and Yorkshire Bank) releases to the within named Company the Charged Assets comprised in the Charge.

SIGNED for and on behalf of CLYDESDALE BANK PLC (trading as both Clydesdale Bank and Yorkshire Bank) by its duly authorised signatory in the presence of:

	Witness	Authorised Signatory
	Fuil Name	
Business Lending Services, 20 M Leeds LS2 8NZ	lerrion Way,	
		•

Date: