



Companies House

— for the record —

Company Name

**INFORMATION TRANSFER
SERVICES LIMITED**

Company Type

**Private Company Limited By
Shares**

Company Number

1588561

Information extracted from

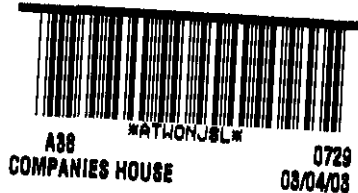
Companies House records on

1st March 2003

101447/15

363s Annual Return

- > 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.



Section 1: Company details

Ref: 1588561/03/10

	Current details	Amended details																																
> Registered Office Address <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Burleigh House 15 Newmarket Road Cambridge CB5 8EG	Address _____ _____ _____ UK Postcode _ _ _ _ _																																
> Register of Members <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Address where the Register is held At Registered Office	Address _____ _____ _____ UK Postcode _ _ _ _ _																																
> Register of Debenture Holders <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Not Applicable	Address _____ _____ _____ UK Postcode _ _ _ _ _																																
> Principal Business Activities <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>7414</td> <td>Business & management consultancy</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	7414	Business & management consultancy													<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> </tbody> </table>	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
> Company Secretary <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> <i>Particulars of a new Company Secretary must be notified on form 288.</i>	Name Nicholas Beverley CLAYTON Address The Manor House Top End, Pytchley Kettering Northamptonshire NN14 1EX	Name <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Address UK Postcode _ _ _ _ _ Date of change _ _ / _ _ / _ _ _ _ Date Nicholas Beverley CLAYTON ceased to be secretary (if applicable) _ _ / _ _ / _ _ _ _
> Director <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> <i>Particulars of a new Director must be notified on form 288.</i>	Name Nicholas Beverley CLAYTON Address The Manor House Top End, Pytchley Kettering Northamptonshire NN14 1EX Date of birth 18/12/1947 Nationality British Occupation Consultant	Name <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Address UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date Nicholas Beverley CLAYTON ceased to be director (if applicable) _ _ / _ _ / _ _ _ _

Current details**Amended details****> Director**

If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.

Name
Deborah Ruth GANZ

Address
51 St Barnabas Road
Cambridge
CB1 2BX

Date of birth 23/04/1954

Nationality British

Occupation Consultant

Particulars of a new Director must be notified on form 288.

Name

☐ Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.

Address

UK Postcode _ _ _ _ _

Date of birth _ _ / _ _ / _ _ _ _

Nationality _ _ _ _ _

Occupation _ _ _ _ _

Date of change _ _ / _ _ / _ _ _ _

Date Deborah Ruth GANZ ceased to be director (if applicable)

_ _ / _ _ / _ _ _ _

> Director

If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.

Name
William Roger MANN

Address
53 De Freville Avenue
Cambridge
Cambridgeshire
CB4 1HW

Date of birth 19/06/1949

Nationality British

Occupation Consultant

Particulars of a new Director must be notified on form 288.

Name

☐ Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.

Address

UK Postcode _ _ _ _ _

Date of birth _ _ / _ _ / _ _ _ _

Nationality _ _ _ _ _

Occupation _ _ _ _ _

Date of change _ _ / _ _ / _ _ _ _

Date William Roger MANN ceased to be director (if applicable)

_ _ / _ _ / _ _ _ _

	Current details	Amended details
> Director <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>	Name Rachel Elizabeth MELLER Address 44 Glisson Road Cambridge Cambridgeshire CB1 2HF Date of birth 06/07/1953 Nationality British Occupation Consultant	Name <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Address UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date Rachel Elizabeth MELLER ceased to be director (if applicable) _ _ / _ _ / _ _ _ _
> Director <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>	Name Ralph RICKARDS Address 206 High Street Cottenham Cambridge CB4 8RX Date of birth 26/05/1944 Nationality British Occupation Consultant	Name <input type="checkbox"/> Tick this box if this address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985. Address UK Postcode _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____ Occupation _____ Date of change _ _ / _ _ / _ _ _ _ Date Ralph RICKARDS ceased to be director (if applicable) _ _ / _ _ / _ _ _ _

Particulars of a new Director must be notified on form 288.

Particulars of a new Director must be notified on form 288.

Amended details

Name _____

☐ Tick this box if this address is a service
☐ address for the beneficiary of a
 Confidentiality Order granted under section 723B
 of the Companies Act 1985.

Address

UK Postcode _ _ _ _ _ _ _

Date of birth _ _ / _ _ / _ _ _ _

Nationality _____

Occupation _____

Date of change _ _ / _ _ / _ _ _ _

Date Owen Charles ROSE ceased to be director (if applicable)

— — / — — / — — — —

Name _____

☐ Tick this box if this address is a service
☐ address for the beneficiary of a
 Confidentiality Order granted under section 723B
 of the Companies Act 1985.

Address

UK Postcode _ _ _ _ _

Date of birth _ _ / _ _ / _ _ _ _

Nationality _____

Occupation _____

Date of change _ _ / _ _ / _ _ _ _

Date Guy Lamley SWEETEN ceased to be director (if applicable)

— — / — — / — — — —

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Section 3: Share Capital

	Current details	Amended details
> Issued Share Capital <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>	Class of share Ordinary Nominal value of each share £1.00 Number of shares issued 2,560 Aggregate Nominal Value of issued shares £2,560.00	Class of share Nominal value of each share Number of shares issued Aggregate Nominal Value of issued shares
> Total shares issued and value <i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i>	Total number of shares issued 2,560 Total Nominal value of shares issued £2,560.00	Total number of shares issued Total Nominal value of shares issued
> 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 www.companieshouse.gov.uk or by ringing 0870 3333636.		

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		
> Shareholder Name N.B. CLAYTON		Name 		Shares transferred by N.B. CLAYTON		
Address The Manor House Top End, Pytchley Kettering Northamptonshire NN14 1EX		Address 				
		UK Postcode _ _ _ _ _				
Shares held Class Ordinary		Shares held Class 				
Number 370		Number 		Class	Number	Date of transfer
						__/__/__
						__/__/__
> Shareholder Name D.R. GANZ		Name 		Shares transferred by D.R. GANZ		
Address 51 St. Barnabas Road Cambridge CB1 2BX		Address 				
		UK Postcode _ _ _ _ _				
Shares held Class Ordinary		Shares held Class 				
Number 365		Number 		Class	Number	Date of transfer
						__/__/__
						__/__/__
> Shareholder Name W.R. MANN		Name 		Shares transferred by W.R. MANN		
Address 53 De Freville Avenue Cambridge CB4 1HW		Address 				
		UK Postcode _ _ _ _ _				
Shares held Class Ordinary		Shares held Class 				
Number 365		Number 		Class	Number	Date of transfer
						__/__/__
						__/__/__

Current details		Amended details		Shares transferred		
>	Shareholder Name R.E. MELLER	Name <hr/>				
		Address <hr/>				
	Address 44 Glisson Road Cambridge CB1 2HF	<hr/>		Shares transferred by R.E. MELLER		
		UK Postcode _ _ _ _ _				
	Shares held Class Ordinary	Number 365	Shares held Class <hr/>	Number <hr/>	Class <hr/>	Number <hr/>
						Date of transfer <hr/>
						<hr/>
>	Shareholder Name R. RICKARDS	Name <hr/>				
		Address <hr/>				
	Address 206 High Street Cottenham Cambridge CB4 4RX	<hr/>		Shares transferred by R. RICKARDS		
		UK Postcode _ _ _ _ _				
	Shares held Class Ordinary	Number 365	Shares held Class <hr/>	Number <hr/>	Class <hr/>	Number <hr/>
						Date of transfer <hr/>
						<hr/>
>	Shareholder Name O C ROSE	Name <hr/>				
		Address <hr/>				
	Address 21 Chiefs Street Ely CB6 1AR	<hr/>		Shares transferred by O C ROSE		
		UK Postcode _ _ _ _ _				
	Shares held Class Ordinary	Number 365	Shares held Class <hr/>	Number <hr/>	Class <hr/>	Number <hr/>
						Date of transfer <hr/>
						<hr/>

Current details		Amended details		Shares transferred	
> Shareholder					
Name		Name			
G.L. SWEETEN					
		Address			
Address					
Michaelmas Cottage				Shares transferred by G.L. SWEETEN	
Wigsthorpe					
Peterborough					
PE8 5SE		UK Postcode _ _ _ _ _			
Shares held		Shares held			
Class		Class	Number	Class	Number
Ordinary					
Number					
365					

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 _____ Address _____ _____ _____ UK Postcode _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _			
Name _____ Address _____ _____ _____ UK Postcode _ _ _ _ _			
Name _____ Address _____ _____ _____ 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

N. B. Clayton
(Director / Secretary)

Date

31 / 03 / 2003

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 **22/3/2003** 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 March 2004** 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?

Contact Address

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

Contact Name

N. B. CLAYTON

Telephone number inc code

01 223 31 2227

Address

INFORMATION TRANSFER

DX number if applicable

BULLINGH HOUSE

15 NEWMARKET RD

CAMBRIDGE

DX exchange

Postcode

CB5 8EG

0710 7112

0710 7112

0710 7112

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0710 7112

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