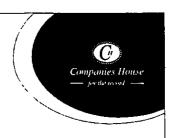
# **RP04**

### Second filing of a document previously delivered



For further information, please

✓ What this form is for

You can only use this form to file a second filing of a document delivered under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies

A second filing of a document must only be filed where it is providing corrected information that has been properly delivered but inaccuracies still appear on the register What this form is NOT for

You cannot use this form to file a second filing of a document delivered un 1985 regard delivered

A second file cannot be file information, properly deli

orm to file refer to our guidance at



LD2 15/10/2012

15/10/2012 # COMPANIES HOUSE

be used in these circumstances

#47

1	Company details			
Company number	2 1 2 6 0 6 4	Filling in this form Please complete in typescript or in		
Company name in full BELL POTTINGER PUBLIC RELATIONS LIMITED		bold black capitals		
		All fields are mandatory unless specified or indicated by *		
2	Description of the original document			

Document type •

AR01 - 2012

Date of registration of d2 dthe original document

8<sup>m</sup> 0

72 70 71 72

O Description of the original document

Please enter the document type (e.g. a Return of allotment of shares—SH01) and any distinguishing information if more than one document of that type was filed on the same day

Applicable documents

This form only applies to the following forms

AP01 Appointment of director

AP02 Appointment of corporate director

AP03 Appointment of secretary

AP04 Appointment of corporate secretary

CH01 Change of director's details

CH02 Change of corporate director's details

CH03 Change of secretary's details

CH04 Change of corporate secretary's details

TM01 Termination of appointment of director

TM02 Termination of appointment of secretary

SH01 Return of allotment of shares

AR01 Annual Return

Section 243 Exemption®

If you are applying for, or have been granted, exemption under section 243 of the Companies Act 2006 and the document(s) you are updating contain(s) your usual residential address, please post this form along with the updated document(s) to the address below

The Registrar of Companies, PO BOX 4082, Cardiff, CF14 3WE

If you are currently in the process of applying for or have been granted a Section 243 exemption, you may wish to check that you have not entered your usual residential address as the service address in the accompanying form (e.g. APO1 or CH01)

### RP04

Second filing of a document previously delivered

Presenter information	Important 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	Please note that all information on this form will appear on the public record		
visible to searchers of the public record	Where to send		
Contact name Company name	You may return this form to any Companies House address, however for expediency we advise you return it to the appropriate address below		
Ackiress 14 CURZON STREET	For companies registered in England and Wales The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ DX 33050 Cardiff		
Post town LONDON  County/Region  Postcode W 1 J 5 H N  Country	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)		
□X  Telephone 0207 861 8841  Checklist	For companies registered in Northern Ireland The Registrar of Companies, Companies House, Second Floor, The Linenhall, 32-38 Linenhall Stree Belfast, Northern Ireland, BT2 8BG DX 481 N R Belfast 1		
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	Section 243 exemption If you are applying for or have been granted a section 243 exemption, please post this whole form to the different postal address below The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE		
<ul> <li>You can only use this form to file a second filing of a document delivered to the Registrar of Companies under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies</li> <li>If you are updating a document where you have previously paid a fee, do not send a fee along with this form</li> <li>You have enclosed the second filed document(s)</li> <li>If the company to which this document relates has signed up to the PROOF (PROtected Online Filing) scheme, you must also deliver with this form, and the second filed document(s), a PRO3 form 'Consent for paper filing'</li> </ul>	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		

In accordance with Section 854 of the Companies Act 2006

# **AR01**

BLUEPRINT

2000

### Annual Return

-	A fee is payable with this form Please see 'How to pay' on the last page	You can use the Please go to v	31. 46.°= £ (		
1	What this form is for You may use this form to confirm that the company information is correct as at the date of this return You must file an Annual Return at least once every year	What this form You cannot us notice of chan officers, regist company type relating to the	please ! gov uk		
Part 1	Company details				
	The section must be completed by a	all companies.	Filling in this form     Please complete in typescript or in bold black capitals     All fields are mandatory unless specified or indicated by *		
11.	Company details		1 specified of indicated by		
ompany number	2 1 2 6 0 6 4	<del>_</del>	●Company name change		
ompany name in full	BELL POTTINGER PUBLIC RE	ELATIONS LIMITED	If your company has recently changed its name, please provide the company name as at the date of this return.		
.2	Return date	· · · · · · · · · · · · · · · · · · ·	<u>L</u>		
ate of this return ②	date The annual return must be deliver if you would like the company's made u please complete the AR01 appropriate	o date. The return date must not be a future ered within 28 days of the date given below up date to be earlier than 1 October 2011, for earlier made up dates	O Date of this return  Your company's return date  is usually the anniversary of incorporation or the anniversary of the last annual return filed at  Companies House You may choose an earlier return date but it must not be a later date		
.3	Principal business activity	<u> </u>	<del></del>		
<u>~</u>	Please show the trade classification co activity or activities	ode number(s) for the principal	Principal business activity You must provide a trade classification code (SIC code 2007)		
lassification code 1	8 2 9 9 0		or a description of your company's main business in this section		
assification code 2			A full list of the trade classification		
lassification code 3			codes are available on our website www.companieshouse.gov.uk		
lassification code 4			<b>3</b> ., <b>2</b> .,		
	If you cannot determine a code, please business activity below	e give a brief description of your			
rincipal activity escription			-		
•	Dusiness activity below		-		

#### Annual Return (For returns made up to a date on or after 1 October 2011) Α4 Company type • Please confirm your company type by ticking the appropriate box below (only Company type If you are unsure of your company one box must be ticked) type, please check your latest Public limited company certificate of incorporation or our Private company limited by shares wehsite www.companieshouse.gov.uk Private company limited by guarantee Private company limited by shares exempt under section 60 Private company limited by guarantee exempt under section 60 Private unlimited company with share capital Private unlimited company without share capital A5 Registered office address @ 5TH FLOOR Change of registered office Building name/number This must agree with the address Street HOLBORN GATE that is held on the Companies House record at the date of this return 330 HIGH HOLBORN If the registered office address has changed, you should complete form Post town LONDON AD01 and submit it together with this annual return County/Region Postcode С 1 7 A6 Single alternative inspection location (SAIL) of the company records (if applicable) 6 SAIL address Building name/number This must agree with the address that is held on the Companies House Street record at the date of this return If the address has changed you Post town should complete form AD02 and submit it together with this annual County/Region return Postcode Location of company records O Location of company records Please tick the appropriate box to indicate which records are kept at the SAIL If the company records are held at address in Section A6 the registered office address, do not Register of members tick any of the boxes in this section Register of directors Certain records must be kept by Directors' service contracts every company while other records are only kept by certain company Directors' indemnities types where appropriate Register of secretaries Records of resolutions etc if the records are not kept at the SAIL address, they must be available Contracts relating to purchase of own shares at the registered office Documents relating to redemption or purchase of own share out of capital by private company If any of the company records have moved from the registered office Register of debenture holders to the address in Section A6 since Report to members of outcome of investigation by public company into the last annual return, you must interests in its shares complete form A003 and submit it together with this annual return Register of interests in shares disclosed to public company Instruments creating charges and register of charges. England and Wales or Northern Ireland Instruments creating charges and register of charges. Scotland

AR01

## ,AR01

Annual Return (For returns made up to a date on or after 1 October 2011)

Part 2	Officers of the company	
	This section should include details of the company at the date to which this annual return is made up  For a secretary who is an individual, go to Section B1  For a corporate secretary, go to Section C1  For a director who is an individual, go to Section D1  For a corporate director, go to Section E1	Continuation pages Please use a continuation page if you need to enter more officer details
Secretary		
B1	Secretary's details •	·
<del></del>	Please use this section to list all the secretaries of the company For a corporate secretary, complete Section C1-C4	Secretary appointments You may not use this form to appoint a secretary To do this,
Title*		please complete form AP03 and submit it together with this annual
Full forename(s)	NATALIE	return
Sumame	BARONE	Corporate details Please use Section C1-C4 to enter
Former name(s)   82	Secretary's service address 9	corporate secretary details  Secretary details  All details must agree with those previously notified to Companies. House if you have made changes since the last annual return and have not notified us, please complete form CH03  Former name(s)  Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.
B2	Secretary's service address <sup>®</sup>	_
Building name/number	5TH FLOOR HOLBORN GATE	Service address  If you have previously notified
Street	330 HIGH HOLBORN	Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office in the
Post town	LONDON	address
County/Region	GREATER LONDON	This information will appear on the public record
Postcode	WCIV7QD	punit resort
Country	United Kingdom	

## , AR01

Annual Return (For returns made up to a date on or after 1 October 2011)

### Corporate secretary

C1	Corporate secretary's details					
	Please use this section to list all the corporate secretaries of the company	O Corporate secretary appointments You cannot use this form to appoint				
Corporate body/firm name		a corporate secretary To do this, please complete form AP04 and submit it together with this annual return				
Building name/number		Corporate secretary details				
Street		All details must agree with those previously notified to Companies House If you have made changes since the last annual return and have				
Post town		not notified us, please complete form CH04				
County/Region		This information will appear on the				
Postcode		public record				
Country		-				
C2	Location of the registry of the corporate body or firm					
	Is the corporate secretary registered within the European Economic Area (EEA)?  → Yes Complete Section C3 only  → No Complete Section C4 only					
C3	EEA companies 9					
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	● EEA  A full list of countries of the EEA can be found in our guidance				
Where the company/ firm is registered ●		www.companieshouse gov uk  This is the register mentioned in Article 3 of the First Company Law				
Registration number		Directive (68/151/EEC)				
C4	Non-EEA companies	<u></u>				
_	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	● Non-EEA  Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in				
Legal form of the corporate body or firm		that register				
Governing law		-				
If applicable, where the company/firm is registered •		-				
If applicable, the registration number						

### Annual Return

(For returns made up to a date on or after 1 October 2011)

#### Director

D1	Director's details •				
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4.	O Director appointments You cannot use this form to appoint a director. To do this, please			
Title*	MR	complete form AP01 and submit it together with this annual return			
Full forename(s)	DAVID CLIVE	Corporate details			
Sumame	BECK	Please use Section E1-E4 to enter corporate director details			
Former name(s) 9	<b>N</b> /	Director details All details must agree with those previously notified to Companies			
Country/State of residence	England	House. If you have made changes since the last annual return and have not notified us, please			
Nationality	BRITISH	complete form CH01			
Date of birth	<sup>d</sup> 2 <sup>d</sup> 8 <sup>m</sup> 0 <sup>m</sup> 7 <sup>y</sup> 1 <sup>y</sup> 9 <sup>y</sup> 6 <sup>y</sup> 2	Please provide any previous names			
Business occupation (if any)	CO DIRECTOR	which have been used for business purposes during the period of this return. Marned women do			
` "	1	not need to give former names unless previously used for business purposes			
D2	Director's service address 9				
Building name/number	The Company's Registered Office	Service address if you have previously notified			
Street		Companies House that the service address is at 'The Company's			
		Registered Office', please state 'The Company's Registered Office in the			
Post town		address			
County/Region		This information will appear on the public record			
Postcode					
Country					

### , AR01

Annual Return (For returns made up to a date on or after 1 October 2011)

### Director

D1	Director's details •				
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	Ourector appointments  You cannot use this form to appoint a director. To do this, please			
Title*		complete form AP01 and submit it together with this annual return			
Full forename(s)	JOHN HENRY .	Corporate details			
Surname	LEECE	Please use Section E1-E4 to enter corporate director detaits			
Former name(s)		Director details All details must agree with those previously notified to Companies			
Country/State of residence	England	House If you have made changes since the last annual return and have not notified us, please			
Nationality	BRITISH	complete form CH01			
Date of birth	d 2 d 1 m 0 m 1 y 1 y 9 y 5 y 8	Prease provide any previous names			
Business occupation (if any)	FINANCE DIRECTOR	which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.			
D2	Director's service address 9				
Building name/number	The Company's Registered Office	Service address     If you have previously notified			
Street		Companies House that the service address is at 'The Company's Registered Office', please state 'The			
Post town		Company's Registered Office' in the address.			
County/Region		This information will appear on the public record			
Postcode		public rodure			
Country					

In accordance with
Section 854 of the
Companies Act 2008

# AR01 - continuation page

Annual Return (For returns made up to a date on or after 1 October 2011)

#### Director

D1	Director's details •				
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4.	O Director appointments You cannot use this form to appoint a director. To do this, please			
Title*		complete form AP01 and submit it together with this annual return			
Full forename(s)	DAVID	Corporate details			
Surname	WILSON	Please use Section E1-E4 to enter corporate director details			
Former name(s) 9		Director details  All details must agree with those previously notified to Companies			
Country/State of residence	United Kingdom	House If you have made changes since the last annual return and have not notified us, please			
Nationality	BRITISH	complete form CH01			
Date of birth	<sup>1</sup> 2 <sup>1</sup> 3 <sup>m</sup> 0 <sup>m</sup> 2 <sup>y</sup> 1 <sup>y</sup> 9 <sup>y</sup> 6 <sup>y</sup> 6	Please provide any previous names			
Business occupation (if any)	MANAGING DIRECTOR	which have been used for business purposes during the period of			
(II atry)		this return Marned women do not need to give former names unless previously used for business purposes			
D2	Director's service address    Output  Director's service address				
Building name/number	30	Service address     If you have previously notified			
Street	WOOD LODGE LANE	Companies House that the service address is at 'The Company's			
		Registered Office', please state 'The Company's Registered Office' in the			
Post town	WEST WICKHAM	address			
County/Region	KENT	This information will appear on the public record			
Postcode	B R 4 9 L 2	, , , , , , , , , , , , , , , , , , ,			
Country	United Kingdom	_			

Annual Return

(For returns made up to a date on or after 1 October 2011)

### Corporate director

E1	Corporate director's details •					
	Please use this section to list all the corporate director's of the company	Ocrporate director appointments You cannot use this form to appoint a corporate director. To do this,				
Corporate body/firm name		please complete form AP02 and submit it together with this annual return				
Building name/number		Corporate director details     All details must agree with those				
Street		previously notified to Companies House If you have made changes since the last annual return and have not notified us, please complete				
Post town		form CH02				
County/Region		<ul> <li>This information will appear on the public record</li> </ul>				
Postcode						
Country		-				
E2	Location of the registry of the corporate body or firm					
	Is the corporate director registered within the European Economic Area (EEA)?  → Yes Complete Section E3 only  → No Complete Section E4 only	-				
E3	EEA companies 9					
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	♠ EEA A full list of countries of the EEA can be found in our guidance				
Where the company/ firm is registered ●		www.companieshouse.gov.uk      OThis is the register mentioned in     Article 3 of the First Company Law				
Registration number		Directive (68/151/EEC)				
E4	Non-EEA companies					
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	Non EEA  Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in				
Legal form of the corporate body or firm		that register				
Governing law		-				
If applicable, where the company/firm is registered •		- <u> </u> -				
If applicable, the registration number						

Annual Return

Part 3 Statement of capital 9							
	Does your company have share capital?  Yes Complete the sections below and the following Part 4  No Go to Part 5 (Signature)  This should reflect the company's capital status at the made up date of this annual return						
F1	Share capital in pound sterling (£)						
		h class of shares held in papers between plete Section F1 and the					
Class of shares (E.g. Ordinary/Preference etc.	)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of share	s <b>9</b>	Aggregate	nominal value 0
'A' ORDINARY		1 00	0 00	100		£	100 00
PREFERRED ORDI	NARY	1 00	0 00		5,000	£	5,000.00
						£	
	•					£	
			Totals		5,100	£	5,100.00
F2	Share capital in o	ther currencies					
Please complete the tal Please complete a sepa		class of shares held in other	ner currencies				
Currency		· · · · · · · · · · · · · · · · · · ·					
Class of shares (E.g. Ordinary/Preference etc.	)	Amount paid up on each share 😉	Amount (if any) unpaid on each share	Number of share	s <b>3</b>	Aggregate	norninal value 9
			Totals				
Currency							
Class of shares (E.g. Ordinary/Preference etc.			Aggregate i	nominal value •			
	····						-
			Totals		i		
F3	Totals						
	Please give the total number of shares and total aggregate nominal value of issued share capital				Total aggregate nominal value Please list total aggregate values in different currencies separately For		
Total number of shares		, <u>, , , , , , , , , , , , , , , , , , </u>					0 + \$10 etc.
Total aggregate nominal value •							
<ul> <li>including both the nomina share premium</li> <li>Total number of issued sh</li> </ul>		Number of shares issued mu nominal value of each share	Plea	tinuation Pages se use a Stateme of necessary	ent of Capital	continuatio	n

Annual Return

F4	Statement of capital (Voting rights)				
	Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in Sections F1 and F2				
Class of share	£1.00 'A' ORDINARY				
Voting rights	The shares have attached to them full voting, dividend and capital distribution (including on winding up) rights, they do not confer any rights of redemption.				
Class of share	£1 00 PREFERRED ORDINARY				
Voting rights	The shares have attached to them full voting, dividend and capital				
	distribution (including on winding up) rights; they do not confer any rights of redemption.				
Class of share					
Voting rights					
Class of share					
Voting rights					
• • • • • • • • • • • • • • • • • • • •					

#### Annual Return (For returns made up to a date on or after 1 October 2011) Shareholders Part 4 Does your company have share capital? → Yes go to Section G1 'Companies with share capital' → No Go to Part 5 (Signature) G1 Companies with share capital Question 1 Were any of the company's shares admitted to trading on a market at any A market is one established under the rules of a UK recognised time during this return period? Please tick the appropriate box below investment exchange or any other No go to Section G2 'Past and present shareholders' regulated markets in or outside of Yes go to Question 2 the UK, or any other market outside of the UK. The current UK recognized Question 2 Please only refer to Question 2 below if you have answered 'Yes' to investment exchanges and regulated Question 1 If you answered 'No', please go to Section G2 'Past and present markets can be found at shareholders' www.fsa.gov.uk/register/exchanges.do OTR5 refers to the Vote Holder and Did the company, throughout the return period, have any shares admitted to Issuer Notification Rules contained trading on a relevant market and was it, throughout the return period, an issuer in Chapter 5 of the Disclosure and to which DTR5 applies?(3) Please tick the appropriate box below Transparency Rules source book issued by the Financial Services Authority Notification is required go to Section G4 'Shareholders who hold at least 5% of any class when the percentage acquisition of of shares of the company as at the made up date of the return' a shareholder in the company has go to Part 5 'Signature' reached a certain threshold (starting at 3%) G2 List of past and present shareholders The company is required to provide a full list of past and present shareholders This section only applies to if one was not included with either of the last two returns. Please tick the companies answering 'No' in appropriate box below Section G1 There were no shareholder changes in this period. Go to Part 5 (Signature) A full list of shareholders is enclosed A list of shareholder changes is enclosed How is the list of shareholders enclosed. Please tick the appropriate The list of shareholders is enclosed on paper. Go to Section G3. 'List of $\square$ past and present shareholders' The list of shareholders is enclosed in another format. Go to Part 5 (Signature).

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

7	^
С	•

#### List of past and present shareholders

0

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

 Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders

Please use a 'List of past and present shareholders' continuation page if necessary

This section only applies to companies answering 'No' to Question 1 in Section G1

!				
		Shares or stock currently held	Shares or stock transferred (if appropriate)	
Shareholder's Name (Address not required)	Class of share	Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
BPP COMMUNICATIONS LIMITED	£1 00 'A' ORDINARY	100		1 1
				1 1
				1 1
				1 1
				j j
				, ,
				1 1
				\$ \$
				1 1
				1 1
				1 1
				1 1

CHFP010 10/11 Version 5.0

Annual Return

(For returns made up to a date on or after 1 October 2011)

G3

#### List of past and present shareholders

0

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders

Please use a 'List of past and present shareholders' continuation page if necessary

This section only applies to companies answering 'No' to Question 1 in Section G1

Shareholder's Name (Address not required)	Class of share	Shares or stock currently held	Shares or stock transferred (if appropriate)	
		Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
BPP COMMUNICATIONS LIMITED	£1 00 PREFERRED ORDINARY	5,000		I I
				1 1
				1 1
			:	1 1
				, ,
<del></del>				1 1
				1 1
				1 1
·				1 1
<u></u>				1 1
				1 1
				1 1

Annual Return

(For returns made up to a date on or after 1 October 2011)

G4

#### Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return

This section should show only the shareholders that hold at least 5% of any class of share(s) of the company at the date of this return

It should only be completed by companies that have answered 'Yes' to Question 1 in Section G1, and 'No' to Question 2 in Section G1

If there were no shareholders holding at least 5% of any class of share(s) at the date of this return, this section may be left blank

→ Go to Part 5 (Signature)

This section only applies to companies answering 'No' to Question 2 in Section G1

Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders

Please use a 'Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return' continuation page if necessary

Shares or stock currently held Number of shares or Class of share Shareholder's address Shareholder's name amount of stock

### ,AR01

Annual Return

Part 5	Signature	
	This must be completed by all companies	Societas Europaea  If the form is being filed on behalf
	I am signing this form on behalf of the company	of a Societas Europaea (SE) please detete 'director' and insert details
Signature	Signature X	of which organ of the SE the person signing has membership  Person authorised Under either section 270 or 274 of the Companies Act 2006
	This form may be signed by  Director   Secretary, Person authorised   Charity commission receiver and manager, CIC manager, Judicial factor.	

#### Annual Return

(For returns made up to a date on or after 1 October 2011)

### 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 Cortact name Company name T G Tolliss Address 14 Curzon Street Mayfaır Post town London WlJ 5HN County/Region Postcode Country United Kingdom Checklist We may return forms completed incorrectly or with information missing.

# Please make sure you have remembered the following.

- □ That if the made up date of the return is any earlier than 1 October 2011, you must complete the appropriate form AR01
- ☐ The company name and number match the information held on the public Register
- ☐ You have completed your principal business activity
- You have not used this form to make changes to the registered office address
- You have not used this form to make changes to secretary and director details
- You have fully completed the Statement of capital (if applicable)
- ☐ You have signed the form
- ☐ You have enclosed the correct fee

#### Important information

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

#### € How to pay

A fee of £40 is payable to Companies House in respect of an Annual Return

Make cheques or postal orders payable to 'Companies House'

#### 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, Second Floor, The Linenhall, 32-38 Linenhall Street, Belfast, Northern Ireland, BT2 8BG 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 enquines@companieshouse.gov.uk

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