



Companies House

for the record

Company Name

MASTERMAILER STATIONERY  
LIMITED

# 363s Annual Return

700647/15

Company Type

Private Company Limited By  
Shares

Company Number

4187229

Information extracted from  
Companies House records on  
28th February 2004

- > 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



A50  
COMPANIES HOUSE

0657  
21/04/04

Ref: 4187229/09/28

	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>	Units D & E Trecenydd Industrial Estate Caerphilly CF83 2RZ	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>	<b>Address where the Register is held</b> 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>2123</td> <td>Mfr of paper stationery</td> </tr> </tbody> </table>	SIC Code	Description	2123	Mfr of paper stationery	<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> </tbody> </table>	SIC CODE	Description	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
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> Please enter additional principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes.																		

## Section 2: Details of Officers of the Company

	Current details	Amended details
<b>&gt; Company Secretary</b> <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 288a.</i>	<b>Name</b> Emma Katherine STOKES  <b>Address</b> 9 The Leys Evesham Worcestershire WR11 3AP	<b>Name</b>   <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. <b>Address</b>    UK Postcode    _ _ _ _ _ Date of change    _ _ / _ _ / _ _ _ _ Date Emma Katherine STOKES ceased to be secretary (if applicable) _ _ / _ _ / _ _ _ _
<b>&gt; Director</b> <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 288a.</i>	<b>Name</b> Claudia BLACK  <b>Address</b> 12 Collings Avenue Harley Warren Warndon Village Worcester WR4 0DL  <b>Date of birth</b> 27/01/1957  <b>Nationality</b> British  <b>Occupation</b> Secretary	<b>Name</b>   <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. <b>Address</b>    UK Postcode    _ _ _ _ _ Date of birth    _ _ / _ _ / _ _ _ _ Nationality    _____ Occupation    _____ Date of change    _ _ / _ _ / _ _ _ _ Date Claudia BLACK ceased to be director (if applicable) _ _ / _ _ / _ _ _ _

	Current details	Amended details
<b>&gt; Director</b> <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 288a.</i>	<b>Name</b> Stephen BLACK   <b>Address</b> 12 Collings Avenue Harley Warren Warndon Village Worcester WR4 0DL   <b>Date of birth</b> 26/01/1955  <b>Nationality</b> British  <b>Occupation</b> Secretary	<b>Name</b> _____  <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.  <b>Address</b> _____ _____ _____  <b>UK Postcode</b> _ _ _ _ _ <b>Date of birth</b> _ _ / _ _ / _ _ _ _ <b>Nationality</b> _____ <b>Occupation</b> _____ <b>Date of change</b> _ _ / _ _ / _ _ _ _ <b>Date</b> Stephen BLACK ceased to be director (if applicable) _ _ / _ _ / _ _ _ _
<b>&gt; Director</b> <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 288a.</i>	<b>Name</b> Christopher Ronald SANDISON   <b>Address</b> Church End Court Queenhill Upton-On-Severn Worcestershire WR8 0RE   <b>Date of birth</b> 14/01/1943  <b>Nationality</b> British  <b>Occupation</b> Chartered Accountant	<b>Name</b> _____  <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.  <b>Address</b> _____ _____ _____  <b>UK Postcode</b> _ _ _ _ _ <b>Date of birth</b> _ _ / _ _ / _ _ _ _ <b>Nationality</b> _____ <b>Occupation</b> _____ <b>Date of change</b> _ _ / _ _ / _ _ _ _ <b>Date</b> Christopher Ronald SANDISON ceased to be director (if applicable) _ _ / _ _ / _ _ _ _

**Issued share capital details**

> Please fill in the details of total share capital by class (eg. ordinary, preference etc) that has been issued to the company's shareholders.

Class of Share

ORDINARY £1

Number of shares issued

2400

Aggregate Nominal Value of issued shares

£2400

Class of Share

PREFERENCE £1

Number of shares issued

800,000

Aggregate Nominal Value of issued shares

£800,000

Class of Share

Number of shares issued

Aggregate Nominal Value of issued shares

Class of Share

Number of shares issued

Aggregate Nominal Value of issued shares

> Please fill in the total number of issued shares and their total nominal value.

Number of shares issued

802,400

Aggregate Nominal Value of issued shares

£802,400**List of past and present members (Tick appropriate box)**

> Please complete the required information on the attached schedules or in another format agreed by Companies House.

- ☐ There were no changes during the period  
☐ A list of changes is enclosed  
☐ A full list of members is enclosed

The last full list of members was received on: 26/03/2003

**> REMEMBER:**

**Changes** to shareholder particulars or details of shares transferred to be **completed each year**  
 A full list of shareholders is required with the first and every third Annual Return thereafter  
 List shareholders in alphabetical order or provide an index  
 List joint shareholders consecutively

**Section 4: Details of New Shareholders and Transfers (A) (ii)**

- > Please fill in details of any persons or corporate bodies who have become shareholders since the last annual return.
- > Please fill in details of any persons or corporate bodies that have transferred shares since the last annual return.
- > Please use Section 4B to give details of any persons or corporate bodies who have ceased to be shareholders since the last annual return or, in the case of a first return, since the incorporation of the company.
- > Please copy this page if there is not enough space to enter all the company's current 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 <u>MASTERMAILER HOLDINGS LTD</u> Address <u>UNITS D+E TRECENTYDD F/E</u> <u>CAERPHILLY</u> <u>MID GLAMORGAN</u> UK Postcode <u>CF83 2R2</u>	2400 ORDINARY SHARES OF £1.		28/3/2002
Name <u>MASTERMAILER HOLDINGS LTD</u> Address <u>UNITS D+E TRECENTYDD F/E</u> <u>CAERPHILLY</u> <u>MID GLAMORGAN</u> UK Postcode <u>CF83 2R2</u>	800,000 Preference Shares of £1.		24/7/02
Name _____ Address _____ _____ _____ UK Postcode <u>  -  -  -  -  -  </u>			
Name _____ Address _____ _____ _____ UK Postcode <u>  -  -  -  -  -  </u>			

**Section 4B: Details of Former Shareholders**

- > Please fill in details of any persons or corporate bodies who have ceased to be shareholders at the date of this return. Also, please give the dates that their shares were transferred.
- > Please copy this page if there is not enough space to enter all the company's former shareholders.

Former shareholders details	Class and number of shares or amount of stock transferred	Date of registration of transfer
Name _____ Address _____ _____ _____ UK Postcode    _ _ _ _ _		
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

E Stokes

(Director / Secretary)

Date

31 / 03 / 2004

*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  
26/3/2004

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 **26th March 2005**  
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

EMMA STOKESTelephone number *inc code*01684 593926

Address

CHURCH END COURT  
GREENHILL, UPTON WAY  
SEVERN WOODS

DX number *if applicable*

— — — — —

DX exchange

Postcode

NP23 02E