



Company Name
OFFICES PLEASE LIMITED

363s Annual Return

200105/30

Company Type
Private Company Limited By Shares
Company Number
5182580
Information extracted from
Companies House records on
3rd September 2007

- > Please check the details printed in the "Current details" column
- > If any details are wrong, strike them through and write the correct details in the "Amended details" column
- > Please complete in black ink and use

WEDNESDAY



A50 24/10/2007 211
COMPANIES HOUSE

Section 1: Company details

Ref 5182580/09/28

	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>	Spencer House 3 Spencer Parade Northampton Nhants NN1 5AA	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="0"> <thead> <tr> <th>SIC Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>7032</td> <td>Manage real estate, fee or contract</td> </tr> <tr> <td>7487</td> <td>Other business activities</td> </tr> </tbody> </table>	SIC Code	Description	7032	Manage real estate, fee or contract	7487	Other business activities	<table border="0"> <thead> <tr> <th>SIC CODE</th> <th>Description</th> </tr> </thead> <tbody> <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</i> <i>See notes for guidance for list of activity codes</i>																				

Section 2: Details of Officers of the Company

	Current details	Amended details
<p>> 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></p> <p><i>Particulars of a new Company Secretary must be notified on form 288a</i></p>	<p>Name Julie WARD</p> <p>Address 48 Arnhill Road Gretton Corby Northamptonshire NN17 3DN</p>	<p>Name _____</p> <p><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</p> <p>Address _____ _____</p> <p>UK Postcode _ _ _ _ _ _ _ _ _ Date of change _ _ / _ _ / _ _ _ _ Date Julie WARD ceased to be secretary (if applicable) _ _ / _ _ / _ _ _ _</p>
<p>> 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></p> <p><i>Particulars of a new Director must be notified on form 288a</i></p>	<p>Name Sarah Jane ELLIS</p> <p>Address 92 Redland Drive Northampton Northamptonshire NN2 8TU</p> <p>Date of birth 04/09/1966</p> <p>Nationality British</p> <p>Occupation Manager</p>	<p>Name _____</p> <p><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</p> <p>Address _____ _____</p> <p>UK Postcode _ _ _ _ _ _ _ _ _ Date of birth _ _ / _ _ / _ _ _ _ Nationality _____</p> <p>Occupation _____</p> <p>Date of change _ _ / _ _ / _ _ _ _ Date Sarah Jane ELLIS ceased to be director (if applicable) _ _ / _ _ / _ _ _ _</p>

	Current details	Amended details
<p>> 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></p> <p><i>Particulars of a new Director must be notified on form 288a</i></p>	<p>Name Nicola Claire Gummer MORGAN</p> <p>Address The Ridings 3 Manor Farm Road, Great Billing Northampton Northamptonshire NN3 9EB</p> <p>Date of birth 01/07/1968</p> <p>Nationality British</p> <p>Occupation Manager</p>	<p>Name _____</p> <p><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</p> <p>Address _____ _____ _____</p> <p>UK Postcode L L L L L L L L</p> <p>Date of birth L L / L L / L L L L</p> <p>Nationality _____</p> <p>Occupation _____</p> <p>Date of change L L / L L / L L L L</p> <p>Date Nicola Claire Gummer MORGAN ceased to be director (if applicable) L L / L L / L L L L</p>
<p>> 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></p> <p><i>Particulars of a new Director must be notified on form 288a</i></p>	<p>Name Richard James Sunley TICE</p> <p>Address Old Rectory Church Lane Lathbury Newport Pagnell Buckinghamshire MK16 8JY</p> <p>Date of birth 13/09/1964</p> <p>Nationality British</p> <p>Occupation Director</p>	<p>Name _____</p> <p><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</p> <p>Address _____ _____ _____</p> <p>UK Postcode L L L L L L L L</p> <p>Date of birth L L / L L / L L L L</p> <p>Nationality _____</p> <p>Occupation _____</p> <p>Date of change L L / L L / L L L L</p> <p>Date Richard James Sunley TICE ceased to be director (if applicable) L L / L L / L L L L</p>

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	Number of shares issued
<u>ORDINARY</u>	<u>1000</u>
	Aggregate Nominal Value of issued shares
	<u>£1000</u>

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

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
<u>1000</u>
Aggregate Nominal Value of issued shares
<u>£1000</u>

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: 19/07/2006

> **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 _____ Address _____ _____ _____ UK Postcode L L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode L L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode L L L L L L L L			
Name _____ Address _____ _____ _____ UK Postcode L L L L L L L L			

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 L L L L L L L		
Name _____ Address _____ _____ _____ UK Postcode L L L L L L L		
Name _____ Address _____ _____ _____ UK Postcode L L L L L L L		
Name _____ Address _____ _____ _____ UK Postcode L L L L L L L		
Name _____ Address _____ _____ _____ UK Postcode L L L L L L L		

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 £30

Signature Julia
(Director / Secretary)

Date 19 / 10 / 2007

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 19/7/2007

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 19th July 2008 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
JULIE WARD

Telephone number *inc code*

Address
47a ARNHILL ROAD
GRETTON
NORTHANTS

DX number *if applicable*

DX exchange

Postcode NN17 3DN