

FILE COPY

CERTIFICATE OF INCORPORATION OF A PRIVATE LIMITED COMPANY

Company No. 7171262

The Registrar of Companies for England and Wales, hereby certifies that

THE MOONPIG FOUNDATION

is this day incorporated under the Companies Act 2006 as a private company, that the company is limited by guarantee, and the situation of its registered office is in England/Wales

Given at Companies House on 26th February 2010



N07171262D





IN01

Application to register a company



2 6 FEB 2010

£50 FEE PAID COMPANIES

A fee is payable with this form

Please see 'How to pay' on the last page

What this form is for

You may use this form to register a private or public company

What this form is NOT for

You cannot use this form to register a limited liability partnership. To do this, please use form LL IN01

COMPANIES HOUSE

26/02/2010

HOUSE 154761

Company details Part 1

> Filling in this form

Please complete in typescript or in bold black capitals

All fields are mandatory unless specified or indicated by *

A1 Company details Duplicate names Please show the proposed company name below Duplicate names are not permitted. A list of registered names can be found THE MOONPIG FOUNDATION Proposed company on our website. There are various rules name in full 0 that may affect your choice of name More information is available at www companieshouse gov uk For official use Α2 Company name restrictions 2 Please tick the box only if the proposed company name contains sensitive or restricted words or expressions that require you to seek comments of a government department or other specified body I confirm that the proposed company name contains sensitive or restricted

Company name restrictions

A list of sensitive or restricted words or expressions that require consent can be found in guidance available on our website

www companieshouse gov uk

A3

Exemption from name ending with 'Limited' or 'Cyfyngedig' 9

Please tick the box if you wish to apply for exemption from the requirement to have the name ending with 'Limited', 'Cyfyngedig' or permitted alternative

words or expressions and that approval, where appropriate, has been sought of a government department or other specified body and I attach a

I confirm that the above proposed company meets the conditions for exemption from the requirement to have a name ending with 'Limited', 'Cyfyngedig' or permitted alternative

Name ending exemption

Only private companies that are limited by guarantee and meet other specific requirements are eligible to apply for this

For more details, please go to our

www companieshouse gov uk

Α4

Company type •

Please tick the box that describes the proposed company type and members' liability (only one box must be ticked)

Public limited by shares

Private limited by shares

Private limited by guarantee

copy of their response

Private unlimited with share capital

Private unlimited without share capital

Company type

If you are unsure of your company's type, please go to our website www companieshouse gov uk

	INO1 Application to register a company					
A5	Situation of registered office •					
	Please tick the appropriate box below that describes the situation of the proposed registered office (only one box must be ticked) [x] England and Wales Wales	Registered office Every company must have a registered office and this is the address to which the Registrar will send correspondence				
	Scotland Northern Ireland	For England and Wales companies, the address must be in England or Wales				
		For Welsh, Scottish or Northern Ireland companies, the address must be in Wales, Scotland or Northern Ireland respectively				
A6	Registered office address ②					
	Please give the registered office address of your company	Registered office address You must ensure that the address				
Building name/number Street	BAPTON MANOR	shown in this section is consistent with the situation indicated in section A5				
		You must provide an address in England or Wales for companies to be registered in England and Wales				
Post town	BAPTON	You must provide an address in				
County/Region	WILTSHIRE	Wales, Scotland or Northern Ireland for companies to be registered in				
Postcode	B A 1 2 0 S B	Wales, Scotland or Northern Ireland respectively				
A7	Articles of association					
	Please choose one option only and tick one box only	For details of which company type can adopt which model articles,				
Option 1	I wish to adopt one of the following model articles in its entirety. Please tick only one box	please go to our website www.companieshouse gov uk				
	Private limited by shares Private limited by guarantee					
	Public company					
Option 2	I wish to adopt the following model articles with additional and/or amended provisions. I attach a copy of the additional and/or amended provision(s). Please tick only one box					
	Private limited by shares Private limited by guarantee Dublic company					
Option 3	[x] I wish to adopt entirely bespoke articles. I attach a copy of the bespoke articles to this application.					
A8	Restricted company articles •					
	Please tick the box below if the company's articles are restricted	Restricted company articles Restricted company articles are those containing provision for entrenchment For more details, please go to our website www companieshouse gov uk				

ı	N	Λ	1
ı	IV	u	

Application to register a company

Part 2 Proposed officers

For private companies the appointment of a secretary is optional, however, if you do decide to appoint a company secretary you must provide the relevant details. Public companies are required to appoint at least one secretary.

Private companies must appoint at least one director who is an individual. Public companies must appoint at least two directors, one of which must be an individual.

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

Secretary

B1	Secretary appointments •	
	Please use this section to list all the secretary appointments taken on formation For a corporate secretary, complete Sections C1-C5.	Ocorporate appointments For corporate secretary appointments, please complete
Title *		section C1-C5 instead of section B
Full forename(s)		Additional appointments If you wish to appoint more
Surname		than one secretary, please use the 'Secretary appointments'
Former name(s) 2		continuation page
		Please provide any previous names which have been used for business purposes in the last 20 years Married women do not need to give former names unless previously used for business purposes
B2	Secretary's service address ⊙	
Building name/numbe		3 Service address This is the address that will appear
Street		on the public record. This does not have to be your usual residential address.
Post town		Please state 'The Company's Registered Office' if your service
County/Region		address will be recorded in the proposed company's register
Postcode		of secretaries as the company's registered office
Country		If you provide your residential address here it will appear on the public record
u ana		
B3	Signature •	
	I consent to act as secretary of the proposed company named in Section A1.	Signature The person named above consents
Signature	Signature	to act as secretary of the proposed company
	X X	

IN01

Application to register a company

Corporate secretary

C1	Corporate secretary appointments					
	Please use this section to list all the corporate secretary appointments taken on formation	Additional appointments If you wish to appoint more than one corporate secretary, please use the				
Name of corporate body/firm		'Corporate secretary appointments' continuation page Registered or principal address				
Building name/number		This is the address that will appear on the public record. This address				
Street		must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained				
Post town		within a full address), DX number or LP (Legal Post in Scotland) number				
County/Region						
Postcode						
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 ②					
	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 3		www companieshouse gov uk This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)				
Registration number		Directive (00/13/1/CEO)				
C4	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,				
Legal form of the corporate body or firm		you must also provide its number in that register				
Governing law						
If applicable, where the company/firm is registered •						
Registration number						
C5	Signature 6	<u> </u>				
	I consent to act as secretary of the proposed company named in Section A1.	Signature The person named above consents				
Signature	Signature	to act as corporate secretary of the				
	×	proposed company				

IN01
Application to register a company

Director			<u></u>
D1	Director appointments •		
	Please use this section to list all the director appointments taken on formation For a corporate director, complete Sections E1-E5	0	Appointments Private companies must appoint at least one director who is an
Title *	MR		individual Public companies must appoint at least two directors, one of
Full forename(s)	NICHOLAS DAVID		which must be an individual
Surname	JENKINS	9	Former name(s) Please provide any previous names
Former name(s) 2			which have been used for business purposes in the last 20 years Married women do not need to give former names unless previously used for business purposes
Country/State of residence 3	UNITED KINGDOM	9	Country/State of residence This is in respect of your usual
Nationality	BRITISH		residential address as stated in section D4
Date of birth	$\begin{bmatrix} d & 1 & \end{bmatrix} \begin{bmatrix} d & 3 & \end{bmatrix} \begin{bmatrix} m & 0 & \end{bmatrix} \begin{bmatrix} m & 5 & \end{bmatrix} \begin{bmatrix} y & 1 & y & 9 \end{bmatrix} \begin{bmatrix} y & 6 & y & 7 \end{bmatrix}$	0	Business occupation
Business occupation (if any)	COMPANY DIRECTOR		If you have a business occupation, please enter here. If you do not, please leave blank
			Additional appointments If you wish to appoint more than one director, please use the 'Director appointments' continuation page
D2	Director's service address Please complete the service address below You must also fill in the director's	(Service address
	usual residential address in Section D4	.	This is the address that will appear on the public record. This does not
Building name/number	28 YORK MANSIONS		have to be your usual residential address
Street	PRINCE OF WALES DRIVE		Please state 'The Company's Registered Office' if your service address will be recorded in the
Post town	LONDON		proposed company's register of directors as the company's registered
County/Region			office If you provide your residential
Postcode	SW114DL		address here it will appear on the public record
Country	UNITED KINGDOM		padio record
D3	Signature •		
	I consent to act as director of the proposed company named in Section A1.	G	Signature The person named above consents
Signature	Signature X		to act as director of the proposed company

IN01

D3

Signature

Signature G

Signature

X

Application to register a company

D1	Director appointments •	·
_	Please use this section to list all the director appointments taken on formation For a corporate director, complete Sections E1-E5	Appointments Private companies must appoint at least one director who is an
Title *	MR	individual Public companies must appoint at least two directors, one of
Full forename(s)	PAUL JAMES	which must be an individual
Surname	LANTSBURY	Please provide any previous names
Former name(s) 2		which have been used for business purposes in the last 20 years Married women do not need to give former names unless previously used for business purposes
Country/State of residence 3	UNITED KINGDOM	Country/State of residence
Nationality	BRITISH	This is in respect of your usual residential address as stated in
Date of birth	$\begin{bmatrix} d_2 & d_8 & & & m_0 & m_9 & & y_1 & y_9 & y_7 & y_3 \end{bmatrix}$	Section D4 Business occupation
Business occupation (if any)	FINANCE DIRECTOR	If you have a business occupation, please enter here If you do not, please leave blank
		If you wish to appoint more than one director, please use the 'Director appointments' continuation page
D2	Director's service address	
	Please complete the service address below You must also fill in the director's usual residential address in Section D4	Service address This is the address that will appear on the public record. This does not
Building name/numbe	r 2	have to be your usual residential address
Street	WEST HILL PLACE	Please state 'The Company's Registered Office' if your service address will be recorded in the
Post town	BRIGHTON	proposed company's register of directors as the company's registered
County/Region		office
Postcode	B N 1 3 R U	If you provide your residential address here it will appear on the
Country	UNITED KINGDOM	_ public record

I consent to act as director of the proposed company named in Section A1.

X

Signature
The person named above consents to act as director of the proposed company

In accordance with Section 9 of the Companies Act 2006

IN01 - continuation page Application to register a company

Director

	Director appointments •						
	Please use this section to list all the directors of the company For a corporate director, complete Sections E1-E5	Appointments Private companies must appoint at least one director who is an					
Title *	MR	individual Public companies must appoint at least two directors, one of					
Full forename(s)	IAIN STUART	which must be an individual					
Surname	MARTIN	Please provide any previous names					
Former name(s) 2		which have been used for business purposes in the last 20 years Married women do not need to give former names unless previously us for business purposes					
Country/State of residence 3	UNITED KINGDOM	Country/State of residence The are research of your years!					
Nationality	BRITISH	This is in respect of your usual residential address as stated in					
Date of birth	$\begin{bmatrix} a_1 & a_2 & b_2 & b_3 \end{bmatrix}$ $\begin{bmatrix} a_1 & b_2 & b_4 & b_4 \end{bmatrix}$ $\begin{bmatrix} a_1 & b_2 & b_4 & $	Section D4 Business occupation					
Business occupation (if any)	COMPANY DIRECTOR	If you have a business occupation, please enter here If you do not, please leave blank					
D2		<u> </u>					
D2	Director's service address Please complete the service address below You must also fill in the director's	Service address This is the address that will appear.					
	Please complete the service address below. You must also fill in the director's usual residential address in Section D4 .	This is the address that will appear on the public record. This does not					
Building name/number	Please complete the service address below You must also fill in the director's usual residential address in Section D4 .	This is the address that will appear on the public record. This does not have to be your usual residential address.					
	Please complete the service address below. You must also fill in the director's usual residential address in Section D4 .	This is the address that will appear on the public record. This does not have to be your usual residential address. Please state 'The Company's Registered Office' if your service address will be recorded in the					
Building name/number	Please complete the service address below You must also fill in the director's usual residential address in Section D4 .	This is the address that will appear on the public record. This does not have to be your usual residential address. Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered.					
Building name/number Street	Please complete the service address below You must also fill in the director's usual residential address in Section D4 . 73 CHUDLEIGH ROAD	This is the address that will appear on the public record. This does not have to be your usual residential address. Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office.					
Building name/number Street Post town	Please complete the service address below You must also fill in the director's usual residential address in Section D4 . 73 CHUDLEIGH ROAD	This is the address that will appear on the public record. This does not have to be your usual residential address. Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered.					
Building name/number Street Post town County/Region	Please complete the service address below You must also fill in the director's usual residential address in Section D4 . 73 CHUDLEIGH ROAD LONDON	This is the address that will appear on the public record. This does not have to be your usual residential address. Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office. If you provide your residential address here it will appear on the					
Building name/number Street Post town County/Region Postcode	Please complete the service address below You must also fill in the director's usual residential address in Section D4. 73 CHUDLEIGH ROAD LONDON S E 4 1 J X	This is the address that will appear on the public record. This does not have to be your usual residential address. Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office. If you provide your residential address here it will appear on the					
Building name/number Street Post town County/Region Postcode Country	Please complete the service address below You must also fill in the director's usual residential address in Section D4. 73 CHUDLEIGH ROAD LONDON S E 4 1 J X UNITED KINGDOM	This is the address that will appear on the public record. This does not have to be your usual residential address. Please state 'The Company's Registered Office' if your service address will be recorded in the proposed company's register of directors as the company's registered office. If you provide your residential address here it will appear on the					

IN01
Application to register a company

Corporate director

E1	Corporate director appointments Output	
	Please use this section to list all the corporate directors taken on formation	Additional appointments If you wish to appoint more than one
Name of corporate body or firm		corporate director, please use the 'Corporate director appointments' continuation page
Building name/number		Registered or principal address This is the address that will appear
Street		on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained
Post town		within a full address), DX number or LP (Legal Post in Scotland) number
County/Region		
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 2	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	A full list of countries of the EEA can be found in our guidance www companieshouse gov uk
Where the company/ firm is registered 3		This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)
Registration number		
E4	Non-EEA companies	r
	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.	the register (including state) where the company or firm is registered,
Legal form of the corporate body or firm		you must also provide its number in that register
Governing law		
If applicable, where the company/firm is registered		
If applicable, the registration number		
E5	Signature 6	
	I consent to act as director of the proposed company named in Section A1.	Signature The person named above consents
Signature	Signature X	to act as corporate director of the proposed company

	IN01 Application to reg	gister a company			_	
Part 3	Statement	of capital				<u> </u>
	→ Yes Cor	ny have share capital? mplete the sections bel to Part 4 (Statement of				
F1	Share capital in	pound sterling (£)			•	
Please complete the t			eld in pound sterling and then go to Section F4	•		
Class of shares (E.g. Ordinary/Preference e	etc)	Amount paid up on each share 1	Amount (if any) unpaid on each share	Number of shar	es 2	Aggregate nominal value
					-	£
	7.788.81.81.8.11.1					£
						£
						£
			Totals		_	£
F2	Share capital in	other currencies				
Please complete the t Please complete a se Currency			Id in other currencies Amount (if any) unpaid	Number of shar	ras 🗿	Aggregate nominal value
(E.g. Ordinary/Preference e	etc)	each share	on each share	Number of shall	es 💋	Aggregate nominal value
			Totals			
Currency Class of shares		Amount paid up on	Amount (if any) unpaid	Number of shar		Aggregate nominal value
(E.g. Ordinary/Preference e	etc)	each share	on each share	Number of strai		Aggregate nominal value
		_				
1			lTotals			
F3	 Totals			1		<u> </u>
_	Please give the to		nd total aggregate nominal	value of	Pleas	I aggregate nominal value se list total aggregate values in rent currencies separately. For
						nple £100 + €100 + \$10 etc
Total number of shares	1					
Total number of shares Total aggregate nominal value						

IN01
Application to register a company

F4	Statement of capital (Prescribed particulars of rights attached to shares)	
	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 .	Prescribed particulars of rights attached to shares The particulars are
Class of share		a particulars of any voting rights, including rights that arise only in
Prescribed particulars		certain circumstances, b particulars of any rights, as respects dividends, to participate in a distribution, c particulars of any rights, as respects capital, to participate in distribution (including on winding up), and d whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder and any terms or conditions relating to redemption of these shares
		A separate table must be used for each class of share
		Continuation pages Please use the next page or a 'Statement of Capital (Prescribed particulars of rights attached to shares)' continuation page if necessary

IN01

Application to register a company

Class of share	Prescribed particulars of rights attached to shares
Prescribed particulars ••	The particulars are a particulars of any voting rights, including rights that arise only in certain circumstances, b particulars of any rights, as respects dividends, to participate in a distribution, c particulars of any rights, as respects capital, to participate in a distribution (including on winding up), and d whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder and any terms or conditions relating to redemption of these shares A separate table must be used for each class of share Continuation pages
	Please use a 'Statement of capital (Prescribed particulars of rights attached to shares)' continuation page if necessary

INO1
Application to register a company

F5	Initial sharehold	dings						
	This section should	d only be completed b	y companies inc	orporating with s	hare capital	Initial sharehold: Please list the cor	npany's subscribers	
	Please complete th	ne details below for ea	ach subscriber			in alphabetical order Please use an 'initial shareholdings'		
	The addresses will subscribers' usual	The addresses will appear on the public record. These do not need to be the subscribers' usual residential address.						
Subscriber's details		Class of share	Number of shares	Currency	Nominal value of each share	Amount (if any) unpaid	Amount paid	
Name								
Address								
					· · · · · · · · · · · · · · · · · · ·		_	
Name								
Address								
		1						
					<u>-</u>			
Name								
Address								
						<u> </u>		
	· · · · · · · · · · · · · · · · · · ·							
Name								
Address	 -							
						-		
Name								
Address					· · · · · · · · · · · · · · · · · · ·			

IN01

Ε

4

Х

£1 00

Postcode

Amount guaranteed 3

Application to register a company

Part 4 Statement of guarantee Is your company limited by guarantee? Yes Complete the sections below Go to Part 5 (Statement of compliance) G1 Subscribers Name Please complete this section if you are a subscriber of a company limited by Please use capital letters guarantee The following statement is being made by each and every person named below Address The addresses in this section will I confirm that if the company is wound up while I am a member, or within appear on the public record. They do one year after I cease to be a member, I will contribute to the assets of the not have to be the subscribers' usual residential address company by such amount as may be required for payment of debts and liabilities of the company contracted before I 3 Amount guaranteed Any valid currency is permitted cease to be a member, payment of costs, charges and expenses of winding up, and, Continuation pages adjustment of the rights of the contributors among ourselves, Please use a 'Subscribers' continuation page if necessary not exceeding the specified amount below Subscriber's details Forename(s) • NICHOLAS DAVID Surname 0 **JENKINS** Address 2 28 YORK MANSIONS, PRINCE OF WALES DRIVE, LONDON W 1 D L Postcode £1 00 Amount guaranteed 3 Subscriber's details Forename(s) • PAUL JAMES Surname LANTSBURY Address 2 2 WEST HILL PLACE, BRIGHTON В Ν 1 R U Postcode £1 00 Amount guaranteed Subscriber's details Forename(s) • IAIN STUART Surname 1 MARTIN 73 CHUDLEIGH ROAD, LONDON Address 2

IN01
Application to register a company

Subscriber's details		Name
Forename(s) •		Please use capital letters
Surname ①		Address The addresses in this section will
Address 2		appear on the public record. They do not have to be the subscribers' usual residential address.
Postcode	6	Amount guaranteed Any valid currency is permitted
Amount guaranteed 3		Continuation pages
		Please use a 'Subscribers' continuation page if necessary
Subscriber's details Forename(s) 1		
Surname 1		
Address ②		
, and loss		
Postcode		
Amount guaranteed 3		
Subscriber's details		
Forename(s)		
Surname 1		
Address ②		
Postcode		
Amount guaranteed		
Subscriber's details		
Forename(s) •		
Surname 1		
Address 2		
Postcode		
Amount guaranteed		
Subscriber's details		
Forename(s) •		
Surname •		
Address ②		
Postcode		
Amount guaranteed 3		

ĪN01

Application to register a company

Part 5	Statement of compliance					
	This section must be completed by all companies					
	is the application by an agent on behalf of all the subscribers?					
	 → No Go to Section H1 (Statement of compliance delivered by the subscribers) → Yes Go to Section H2 (Statement of compliance delivered by an action of the subscribers) 	gent)				
H1	Statement of compliance delivered by the subscribers •					
	Please complete this section if the application is not delivered by an agent for the subscribers of the memorandum of association		Statement of compliance delivered by the subscribers Every subscriber to the memorandum of association must			
	I confirm that the requirements of the Companies Act 2006 as to registration have been complied with		sign the statement of compliance			
Subscriber's signature	Signature					
,	×	X				
Subscriber's signature	Signature					
	×	×				
Subscriber's signature		_				
	×	X				
Subscriber's signature						
	×	X				
Subscriber's signature		_				
	×	X				
Subscriber's signature						
	×	×				
Subscriber's signature						
	×	X				
Subscriber's signature		_				
	X	X				

IN01
Application to register a company

Subscriber's signature	Signature X	X	Continuation pages Please use a 'Statement of compliance delivered by the subscribers' continuation page if more subscribers need to sign
Subscriber's signature	Signature X	×	
Subscriber's signature	Signature	X	
Subscriber's signature	Signature	 X	
H2	Statement of compliance delivered by an agent		· · · · · · · · · · · · · · · · · · ·
	Please complete this section if this application is delivered by an agent for the subscribers to the memorandum of association		
Agent's name	SARA VAN DER PAS ON BEHALF OF FARRER & CO LLP		
Building name/number	66		
Street	LINCOLN'S INN FIELDS	_	
Post town	LONDON	-	
County/Region		_	
Postcode	W C 2 A 3 L H		
Country	UNITED KINGDOM	-	
	I confirm that the requirements of the Companies Act 2006 as to registration have been complied with		
Agent's signature	X Sendie for and an behalf of Faver & Co UP	X	

IN01

Application to register a company

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 visible to searchers of the public record.	Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses
Contact name Sara van der Pas	£ How to pay
Company name Farrer & Co LLP	
rattet & CO BBr	A fee of £20 is payable to Companies House to register a company
Address 66 Lincoln's Inn Fields	Make cheques or postal orders payable to 'Companies House'
	☑ Where to send
Post town	You may return this form to any Companies House
County/Region	address, however for expediency we advise you to return it to the appropriate address below
Postcode	Face was a second secon
Country United Kingdom	The Registrar of Companies, Companies House,
^{DX} 32 Chancery Lane	Crown Way, Cardiff, Wales, CF14 3UZ DX 33050 Cardiff
Telephone $+44$ (0)20 7917 7306	
	For companies registered in Scotland The Registrar of Companies, Companies House,
✓ Certificate	Fourth floor, Edinburgh Quay 2,
We will send your certificate to the presenters address (shown above) or if indicated to another address shown below	139 Fountainbridge, Edinburgh, Scotland, EH3 9FF DX ED235 Edinburgh 1 or LP - 4 Edinburgh 2 (Legal Post)
At the registered office address (Given in Section A6)	Barrier Harding Harding
At the agents address (Given in Section H2)	For companies registered in Northern Ireland The Registrar of Companies, Companies House,
✓ Checklist	First Floor, Waterfront Plaza, 8 Laganbank Road, Belfast, Northern Ireland, BT1 3BS
We may return forms completed incorrectly or	DX 481 N R Belfast 1
with information missing.	Section 243 exemption
Please make sure you have remembered the following:	If you are applying for, or have been granted a section 243 exemption, please post this whole form to the
You have checked that the proposed company	different postal address below
name is available as well as the various rules that	The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE
may affect your choice of name. More information can be found in guidance on our website	Josephi, Of 14 Office
If the name of the company is the same as one	Further information
already on the register as permitted by The	
Company and Business Names (Miscellaneous Provisions) Regulations 2008, please attach consent	For further information, please see the guidance notes on the website at www companieshouse gov uk or email enquiries@companieshouse gov uk
You have used the correct appointment sections	and the second s
Any addresses given must be a physical location They cannot be a PO Box number (unless part	This form is available in an
of a full service address), DX or LP (Legal Post in	alternative format. Please visit the
Scotland) number The document has been signed, where indicated	forms page on the website at

The document has been signed, where indicated

All relevant attachments have been included

www.companieshouse.gov.uk

THE COMPANIES ACTS 1985 TO 2006

COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL

MEMORANDUM OF ASSOCIATION

of

THE MOONPIG FOUNDATION

Each subscriber to this memorandum of association wishes to form a company under the Companies Act 2006 and agrees to become a member of the company

Name of each subscriber

NICHOLAS DAVID JENKINS

PAUL JAMES LANTSBURY

IAIN STUART MARTIN

Dated 26 February

Authentication by each subscriber

M 1 '

2010

WE HEREBY CERTIFY THIS TO BE A TRUE COPY OF THE ORIGINAL

FARRER & CO. LLP 66 LINCOLN'S INN FIELDS LONDON WC2A 3LH

Farrer \$ 60 UP 26.02 2010

FARDM1 1471761 1

THE COMPANIES ACTS 1985 TO 2006 COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL ARTICLES OF ASSOCIATION of

THE MOONPIG FOUNDATION

Incorporated on

Farrer & Co LLP 66 Lincoln's Inn Fields London WC2A 3LH

CONTENTS

<u>Article</u>	Contents	<u>Page</u>
1	NAME	- 2
2	REGISTERED OFFICE	- 2 -
3	OBJECTS	- 2 -
4.	POWERS	-2-
5	THE TRUSTEES	- 5 -
6.	PROCEEDINGS OF TRUSTEES	- 6 -
7	POWERS OF TRUSTEES	-7-
8	BENEFITS TO MEMBERS AND TRUSTEES	- 8 -
9	MEMBERSHIP	-9-
10	GENERAL MEETINGS	- 10 -
11	APPOINTMENT OF PROXIES	- 10 -
12	VOTING AT GENERAL MEETINGS	-11 -
13	WRITTEN RESOLUTIONS	- 12 -
14	RECORDS & ACCOUNTS	- 12 -
15	COMMUNICATION WITH MEMBERS	- 13 -
16	GUARANTEE	- 15 -
17	INDEMNITY	- 15 -
18	WINDING UP	- 15 -
19	INTERPRETATION	- 16 -

THE COMPANIES ACTS 1985 TO 2006

COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL

ARTICLES OF ASSOCIATION

of

THE MOONPIG FOUNDATION

1. NAME

- 1 1 The name of the **Charity** is The Moonpig Foundation
- 1 2 The name of the Charity may be changed by a resolution of the **Trustees**

2. REGISTERED OFFICE

The registered office of the Charity is to be in England and Wales

3. OBJECTS

The objects of the Charity are such exclusively charitable purposes (whether in the United Kingdom or elsewhere) as the Trustees shall in their absolute discretion think fit and (save for purposes incidental and ancillary to those objects) no other purposes

4. POWERS

The Charity has the following powers, which may be exercised only in promoting the **Objects**

- 4 l to promote or carry out research,
- 4 2 to provide advice,
- 43 to organise (or to make grants or loans towards the costs of others

- organising) meetings, lectures, conferences, broadcasts or courses of instruction,
- 4 4 to publish or distribute information,
- 4 5 to co-operate or collaborate with other bodies and engage in joint ventures,
- 4.6 to enter into any funding or other arrangement with any government or any other authority (municipal, local or otherwise) and to obtain from such government or authority any rights, concessions, privileges, licences and permits,
- 4 7 to support, administer or set up other charities and undertake and execute charitable trusts,
- 48 to raise funds (but not by means of **Taxable Trading**),
- 49 to take and accept any gift of money, property or other assets whether subject to any special trusts or not,
- 4 10 to borrow money and give security for loans (but only in accordance with the restrictions imposed by the **Charities Acts**);
- 4 11 to acquire or hire property rights or privileges of any kind and to construct, restore, improve, maintain and alter such property,
- 4 12 to let or dispose of or turn to account property of any kind (but only in accordance with the restrictions imposed by the Charities Acts),
- 4 13 to make planning applications, applications for consent under bye-laws or building regulations or other similar applications,
- 4 14 to pay any rent and other outgoings and expenses in relation to property and to execute and do all such other instruments, acts and things as may be requisite in connection with the use, maintenance, upkeep, expansion, alteration or improvement of such property,
- 4 15 to purchase lease or hire and operate and maintain any equipment necessary or convenient for the administration of the Charity,
- 4 16 to make grants or loans of money and to give guarantees,
- 4 17 to set aside funds for special purposes or as reserves against future expenditure,
- 4 18 to draw, make, accept, endorse, discount, negotiate, execute and issue promissory notes, bills, cheques and other instruments and to operate bank accounts,

- 4 19 to deposit or invest funds in any manner (but to invest only after obtaining advice from a Financial Expert, unless the Trustees reasonably conclude that in all the circumstances it is unnecessary or inappropriate to do so, and having regard to the suitability of investments and the need for diversification),
- 4 20 to delegate the management of investments to a Financial Expert, but only on terms that
 - (a) require the Financial Expert to comply with any investment policy (and any revision of that policy) set down In Writing for the Financial Expert by the Trustees,
 - (b) require the Financial Expert to report every transaction to the Trustees promptly;
 - (c) require the Financial Expert to review the performance of the investments with the Trustees regularly,
 - (d) entitle the Trustees to cancel the delegation arrangement at any time,
 - (e) require the investment policy and the delegation arrangement to be reviewed with the Trustees at least once a **Year**.
 - (f) require all payments to the Financial Expert to be on a scale or at a level which is agreed in advance and to be notified promptly to the Trustees on receipt,
 - (g) prohibit the Financial Expert from doing anything outside the powers of the Trustees,
- 421 to arrange for investments or other property of the Charity to be held in the name of a nominee (being a corporate body controlled by the Trustees or by a Financial Expert acting under the instructions of the Trustees) and to pay any reasonable fee required,
- 4 22 to insure the property of the Charity against any foreseeable risk and take out other insurance policies to protect the Charity when required,
- 4 23 to insure the Trustees against the costs of a successful defence to a criminal prosecution brought against them as **Charity Trustees** or against personal liability incurred in respect of any act or omission which is or is alleged to be a breach of trust or breach of duty, unless the Trustee concerned knew that, or was reckless whether, the act or omission was a breach of trust or breach of duty,
- 4 24 subject to Article 8, to employ officers, employees and workers and to engage consultants, advisers, agents and volunteers,

- 4 25 to provide and contribute to superannuation or pension funds for the officers, employees and workers of the Charity or any of them or otherwise to make provision for such officers, employees and workers, their widows and children.
- 4 26 to enter into contracts to provide services to or on behalf of other bodies,
- 4 27 to arrange for the amalgamation or merger of the Charity with any charitable organisation the purposes of which in the opinion of the Trustees are similar to the purposes of the Charity either alone or as amalgamated,
- 4 28 to establish or acquire subsidiary companies,
- 4 29 to pay the reasonable and proper costs of forming and administering the Charity, and
- 4.30 to do anything else within the law which promotes or helps to promote the Objects.

5. THE TRUSTEES

- 5.1 The Trustees as Charity Trustees have control of the Charity and its property and funds
- The number of Trustees shall be not less than three At least one Trustee must be a natural person and all Trustees must be Members
- 5 3 The subscribers to the **Memorandum** are the first Trustees of the Charity
- Any person who is willing to act as a Trustee of the Charity and is permitted to be so appointed by the law and these **Articles** may be appointed to be a Trustee by a decision of the Trustees
- 5 5 Subject to termination under Article 5 7, Trustees shall hold office indefinitely
- 5 6 Any retiring Trustee who remains qualified may be re-appointed
- 5 7 A Trustee's term of office automatically terminates if he or she
 - (a) is disqualified under the Charities Acts from acting as a Charity Trustee,
 - (b) is incapable, whether mentally or physically, of managing his or her own affairs,
 - (c) is absent from three consecutive meetings of the Trustees without

consent,

- (d) ceases to be a Member,
- (e) resigns by Written notice to the Trustees (but only if at least two Trustees will remain in office); or
- (f) is removed by **Ordinary Resolution** at a general meeting after the meeting has invited the views of the Trustee concerned and considered the matter in the light of any such views
- A technical defect in the appointment of a Trustee of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting.

6. PROCEEDINGS OF TRUSTEES

- 6 1 The Trustees must hold at least two meetings each Year
- A quorum at a meeting of the Trustees is two Trustees or such other number as the Trustees may from time to time decide
- Any Trustee may call a meeting of the Trustees by giving reasonable notice of the meeting to the Trustees or by authorising the **Secretary** (if there is one) to give such notice
- A meeting of the Trustees may be held either in person or by suitable electronic means agreed by the Trustees in which all participants may communicate with all the other participants
- The Chairman or (if the Chairman is unable or unwilling to do so) some other Trustee chosen by the Trustees present presides at each meeting
- Every issue may be determined by a simple majority of the votes cast at a meeting but a Written resolution circulated to all the Trustees who would have been eligible to vote on the matter at a meeting of the Trustees and approved by a simple majority of them is as valid as a resolution passed at a meeting of the Trustees and for this purpose -
 - (a) the number of Trustees who approve the resolution must be at least as many as would be required to form a quorum at a meeting of the Trustees, and
 - (b) the resolution may be contained in more than one document and will be treated as passed on the date of the last signature
- Except for the chairman of the meeting, who in the case of an equality of votes has a second or casting vote, every Trustee has one vote on each issue
- Whenever a Trustee has a Personal Interest in a matter to be discussed at a

- (a) declare an interest before discussion begins on the matter,
- (b) withdraw from the meeting for that item unless expressly invited to remain in order to provide information;
- (c) not be counted in the quorum for that part of the meeting,
- (d) withdraw during the vote and have no vote on the matter
- 6 9 If a conflict of interests arises for a Trustee and the conflict is not authorised by Article 6 10, the unconflicted Trustees may authorise such a conflict of interests provided that
 - (a) the procedure in Article 6 8 is followed,
 - (b) authorisation will not result in any direct or indirect Material Benefit being conferred on any Trustee or any Person Connected to a Trustee, and
 - (c) the unconflicted Trustees consider it is in the best interests of the Charity to authorise the conflict of interest in the circumstances
- 6.10 Conflicts of interest which arise in relation to benefits authorised under Article 8 are authorised automatically and need not be separately authorised pursuant to Article 6 9.
- 6 11 A procedural defect of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting

7. POWERS OF TRUSTEES

- 7 1 The Trustees shall manage the business of the Charity and may exercise all the powers of the Charity unless they are subject to any restrictions imposed by the Companies Acts, the Articles or any Special Resolution
- 7.2 Without prejudice to Article 7.1, the Trustees may
 - (a) appoint (and remove) any Member (who may be a Trustee) to act as Secretary to the Charity,
 - (b) appoint a Chairman, Treasurer and other honorary officers from among their number,
 - (c) delegate any of their functions to committees consisting of two or more individuals appointed by them (but at least one member of every committee must be a Trustee and all proceedings of committees must be reported promptly to the Trustees),

- (d) make regulations consistent with the Articles and the Companies Acts to govern.
 - (1) proceedings at general meetings,
 - (11) proceedings at meetings of Trustees and meetings of committees, and
 - (iii) the administration of the Charity and the use of its seal (if any),
- (e) establish procedures to assist the resolution of disputes within the Charity,
- (f) exercise any powers of the Charity which are not reserved to a general meeting
- 7 3 If the Trustees shall at any time be or be reduced in number to less than the number prescribed by Article 5 2 it shall be lawful for them to act as Trustees for the purposes of admitting persons as Trustees, filling up vacancies in their body or summoning a general meeting, but not for any other purpose

8. BENEFITS TO MEMBERS AND TRUSTEES

- The property and funds of the Charity must be used only for promoting the Objects and do not belong to the Members of the Charity but
 - (a) Members may be paid interest at a reasonable rate on money lent to the Charity,
 - (b) Members may be paid a reasonable rent or hiring fee for property let or hired to the Charity,
 - (c) Members who are beneficiaries may receive charitable benefits in that capacity
- A Trustee must not receive any payment of money or other Material Benefit (whether directly or indirectly) from the Charity except.
 - (a) as mentioned in Articles 4 23, 8 1(a), 8 1(b), 8 1(c), 8 3 or 17,
 - (b) reimbursement of reasonable out-of-pocket expenses (including hotel and travel costs) actually incurred in running the Charity,
 - (c) payment to any company in which a Trustee has no more than a 1% shareholding,
 - (d) in exceptional cases, other payments or benefits (but only with the written approval of the **Commission** in advance)

- Any Trustee (or any Person Connected to a Trustee whose remuneration might result in a Trustee obtaining a Material Benefit) may enter into a contract with the Charity to supply goods or services in return for a payment or other Material Benefit but only if
 - (a) the goods or services are actually required by the Charity,
 - (b) the nature and level of the remuneration is no more than is reasonable in relation to the value of the goods or services and is set in accordance with the procedure in Article 6 8,
 - (c) In any financial year, no more than one half of the Trustees are subject to such a contract (or have a person connected to them who is subject to such a contract)

9. MEMBERSHIP

- 9 1 The Charity must maintain a register of Members in accordance with the Companies Acts
- 9 2 Membership of the Charity is open to any individual interested in promoting the Objects who
 - (a) applies to the Charity in the form required by the Trustees,
 - (b) is approved by the Trustees,
 - (c) has consented to act as a Trustee, and
 - (d) signs the register of Members or consents In Writing to become a Member
- The Trustees may establish different classes of Membership and prescribe their respective privileges and duties and set the amounts of any subscriptions
- 9 4 Membership is terminated if the Member concerned
 - (a) gives Written notice of resignation to the Charity,
 - (b) dies,
 - (c) is more than six Months in arrears in paying the relevant subscription (if any) (but in such a case the Member may be reinstated on payment of the amount due),
 - (d) is removed from Membership by resolution of the Trustees on the ground that in their reasonable opinion the Member's continued Membership is harmful to the Charity (but only after notifying the Member In Writing and considering the matter in the light of any

Written representations which the Member concerned puts forward within 14 Clear Days after receiving notice), or

- (e) ceases to be a Trustee of the Charity
- 9 5 Membership of the Charity is not transferable

10. GENERAL MEETINGS

- 10 1 Members are entitled to attend general meetings personally or by proxy.

 General meetings are called on at least 14 Clear Days' Written notice specifying the business to be discussed
- There is a quorum at a general meeting if the number of Members present in person or by proxy is at least two (or one-third (rounded up to the nearest whole number) of the Members if greater).
- The Chairman or (if the Chairman is unable or unwilling to do so) a Member elected by those present presides at a general meeting
- 10 4 A general meeting may be called at any time by the Trustees
- A general meeting may be called on a Written request to the Trustees from at least 10% of the Members or, if more than twelve months have passed since the Charity last held a general meeting, from 5% of the Members
- On receipt of a Written request made pursuant to Article 10 5, the Trustees must call a general meeting within 21 days and the general meeting must be held not more than 28 days after the date of the notice calling the general meeting

11. APPOINTMENT OF PROXIES

- 11.1 Proxies may only be validly appointed by a notice In Writing which
 - (a) states the name and address of the Member appointing the proxy,
 - (b) identifies the person appointed to be that Member's proxy and the general meeting in relation to which that person is appointed,
 - (c) is signed by the Member appointing the proxy or is authenticated in such manner as the Trustees may determine,
 - (d) is delivered to the Charity in accordance with Article 15 8,
 - (e) is received by the Charity at least 24 hours before the meeting to which it relates

- The Charity may require proxy notices to be delivered in a particular form and may specify different forms for different purposes.
- Proxy notices may specify how the proxy appointed under them is to vote (or that the proxy is to abstain from voting) on one or more resolutions
- 11.4 Unless a proxy notice indicates otherwise, it should be treated as
 - (a) allowing the person appointed under it as a proxy discretion on how to vote on any ancillary or procedural resolution put to the meeting,
 - (b) appointing that person as a proxy in relation to any adjournment of the general meeting to which it relates as well as to the meeting itself
- An appointment under a proxy notice may be revoked by delivering to the Charity, in accordance with Article 15 8, a notice given by or on behalf of the Member who gave the proxy notice, but such revocation will only take effect if the Charity receives it before the start of the meeting to which it relates

12. VOTING AT GENERAL MEETINGS

- 12 1 A resolution at a general meeting shall be decided by a show of hands, unless a poll is demanded
- 12.2 Except where otherwise provided by the Companies Acts, every issue is decided by a majority of the votes cast
- 12.3 Subject to Article 12.4, every Member present in person or by proxy has one vote on each issue
- 12 4 A person who has been appointed as proxy for more than one Member has only one vote on a show of hands
- 12.5 A poll on a resolution may be demanded
 - (a) in advance of the general meeting where it is to be put to the vote; or
 - (b) at a general meeting, either before a show of hands on that resolution or immediately after the result of a show of hands on that resolution is declared
- 12 6 A poll may be demanded by
 - (a) the chairman of the meeting,
 - (b) any Trustee,
 - (c) two or more persons having the right to vote on the resolution, or

- (d) a person representing at least 10% of the total voting rights of all the Members present at the meeting and having the right to vote on the resolution
- 12 7 A demand for a poll may be withdrawn if the poll has not yet been taken and the chairman of the meeting consents to the withdrawal
- 12.8 Polls must be taken immediately and in such manner as the chairman of the meeting directs

13. WRITTEN RESOLUTIONS

- Subject to Article 13 2, a resolution In Writing agreed by a simple majority (or in the case of a Special Resolution by a majority of not less than 75%) of the Members who would have been entitled to vote upon it had it been proposed at a general meeting shall be effective provided that a copy of the proposed resolution has been sent to every eligible Member and a simple majority (or in the case of a Special Resolution by a majority of not less than 75%) of Members has signified its agreement to the resolution in an Authenticated Document which has been received at the registered office within the period of 28 days beginning with the circulation date. A resolution in Writing may comprise several copies to which one or more Members have signified their agreement.
- 13.2 The following may not be passed as a written resolution
 - (a) a resolution to remove a Trustee before his period of office expires, and
 - (b) a resolution to remove an auditor before his period of office expires

14. RECORDS & ACCOUNTS

- 14 1 The Trustees must comply with the requirements of the Companies Acts and of the Charities Acts as to the keeping of statutory books, financial records, the audit of accounts and the preparation and transmission to the Registrar of Companies and the Commission of
 - (a) annual reports,
 - (b) annual returns, and
 - (c) annual statements of account
- 14.2 The Trustees must keep proper records of
 - (a) all resolutions of Members passed otherwise than at a general meeting,

- (b) all proceedings at general meetings,
- (c) all proceedings at meetings of the Trustees,
- (d) all reports of committees, and
- (e) all professional advice obtained
- 14 3 The records referred to in Articles 14 2(a), 14 2(b) and 14 2(c) must be kept for 10 years from the date of the resolution, general meeting or Trustees' meeting, as relevant
- 14.4 Accounting records relating to the Charity must be made available for inspection by any Trustee at any reasonable time during normal office hours and may be made available for inspection by Members who are not Trustees if the Trustees so decide
- A copy of the Charity's latest available statement of account or annual report must be supplied on request to any Trustee or Member, free of charge A copy of either document must also be supplied within two months to any other person who makes a Written request for it and pays the Charity's reasonable costs

15. COMMUNICATION WITH MEMBERS

- 15 1 The Charity may validly send or supply any document (including any notice) or information to a Member
 - (a) by delivering it by hand to the address recorded for the Member in the register of Members,
 - (b) by sending it by post or courier in an envelope (with postage or delivery paid) to the address recorded for the Member in the register of Members,
 - (c) by fax to a fax number notified by the Member In Writing,
 - (d) by electronic mail to an email address notified by the Member In Writing, or
 - (e) by means of a website the address of which has been notified to the Member In Writing,

in accordance with this Article 15

- 15.2 The Charity may only send a document or information to a Member by electronic mail
 - (a) where the Member concerned has agreed (either generally or in relation

- to the specific document or information) that it may be sent in that form; and
- (b) to the address specified for that purpose by the Member.
- 15 3 The Charity may send a document or information to a Member via a website if the Member concerned has not responded within 28 days of the Charity sending him a request asking him to agree to the Charity communicating with him in that manner, provided that
 - (a) the request stated clearly what the effect of failure to respond would be;
 - (b) when the request is sent to the Member, at least 12 months have passed since the Charity last requested the Member to agree to receive the same or a similar type of document or information via a website,
 - (c) the document or information concerned is made available in a form which enables the recipient to read it and retain a copy of it, and
 - (d) the Charity complies with the requirements of Articles 15 4 and 15 5
- When sending information or a document via a website, the Charity must notify each intended recipient of
 - (a) the presence of the document or information on the website,
 - (b) the address of the website,
 - (c) the place on the website where it may be accessed, and
 - (d) how to access the document or information
- Where information or a document is sent to Members via a website in accordance with this Article, the document or information must remain on the website
 - (a) in the case of notice of a general meeting, until after the general meeting has ended, and
 - (b) In all other cases, for 28 days beginning with the date on which the Charity sent notification pursuant to Article 15 4
- 15 6 Any notice given in accordance with these Articles is to be treated for all purposes as having been received
 - (a) 24 hours after being sent by electronic mail or fax or delivered by hand to the relevant address,
 - (b) two Clear Days after being sent by first class post to the relevant address,

- (c) three Clear Days after being sent by second class or overseas post to the relevant address.
- (d) on the date on which the notice was posted on a website (or, if later, the date on which the Member was notified of the posting on the website in accordance with Article 15 4),
- (e) on being handed to the Member personally, or if earlier
- (f) as soon as the Member acknowledges actual receipt
- 15 7 A technical defect in the giving of notice of which the Trustees are unaware at the time does not invalidate decisions taken at a meeting
- 15 8 Members may validly send any notice or document to the Charity
 - (a) by post to
 - (1) the Charity's registered office, or
 - (11) any other address specified by the Charity for such purposes,
 - (b) to any fax number or email address provided by the Charity for such purposes

16. GUARANTEE

- 16 1 The liability of Members is limited
- 16.2 Every Member promises, if the Charity is dissolved while he remains a Member or within 12 months afterwards, to pay up to one pound towards the costs of dissolution and the liabilities incurred by the Charity while he was a Member

17. INDEMNITY

The Charity shall indemnify every Trustee in respect of any Relevant Liabilities

18. WINDING UP

- 18 1 The Charity may at any time before, and in expectation of, its dissolution resolve that any assets remaining after provision has been made for all its liabilities be applied in one or more of the following ways
 - (a) by transfer to one or more other bodies established for exclusively

charitable purposes within, the same as or similar to the Objects,

- (b) directly for the Objects or charitable purposes within or similar to the Objects,
- (c) in such other manner consistent with charitable status as the Commission approves In Writing in advance
- 18 2 A final report and statement of account must be sent to the Commission

19. INTERPRETATION

19 1 In the Articles

Articles means these articles of

association,

Authenticated Document means a document sent (a) by

hard copy that is signed by the person sending it, or (b) electronically in which the identity of the sender is confirmed in a manner specified by the Charity (or where no such manner has been specified, which contains or is accompanied by a statement of the identity of the sender and the Charity has no reason to doubt the truth of that

statement),

Chairman means the chairman of the

Trustees,

Charities Acts means the Charities Acts 1992 to

2006,

Charity means the company governed by

the Articles,

Charity Trustee has the meaning prescribed by

section 97(1) of the Charities Act

1993,

Clear Days means the period excluding the

day when the notice is deemed to be given and the day for which it is given or on which it is to take

effect,

Commission

means the Charity Commission for England and Wales,

Companies Acts

means the Companies Acts 1985 to 2006.

Financial Expert

means an individual, company or firm who is an authorised person or an exempted person within the meaning of the Financial Services and Markets Act 2000,

Material Benefit

means a benefit which may or may not be financial but which has a monetary value,

Member and Membership

refer to membership of the Charity,

Memorandum

means the memorandum of association of the Charity,

Month

means calendar month,

Objects

means the objects of the Charity set out in Article 3,

Ordinary Resolution

means a resolution of the Members that is passed by a simple majority,

Person Connected To A Trustee

means (a) a child, parent, grandchild, grandparent, brother or sister of a Trustee, (b) the spouse or civil partner of a Trustee or anyone falling within paragraph (a); (c) a person carrying on business partnership with a Trustee or with falling person paragraph (a) or (b), (d) an institution which is controlled by a Trustee or by any person falling within paragraphs (a) (b) or (c) (or which is controlled by any two ore more such persons when taken together), (e) a body corporate in which a Trustee or any person within paragraphs (a)

to (c) has a substantial interest (or in which two or more such persons, taken together, have a substantial interest),

means an interest which conflicts with the interests of the Charity but does not include an interest in purchasing trustee indemnity insurance,

means incurred otherwise than in connection with any negligence, default, breach of duty or breach of trust in relation to the Charity,

means a liability incurred by a Trustee (acting in that capacity) towards a third party, other than liability (a) to pay a criminal fine, (b) to pay a sum to a regulatory authority regarding compliance with a regulatory duty (however arising), (c) for defending criminal proceedings in which he is convicted, (d) for defending civil proceedings in which judgment is given against him; (e) in connection with an application for relief from the Court (under the Court's power to relieve from liability in cases of honest and reasonable conduct) in which the Court refuses to grant relief, and, for the avoidance of doubt, does not include any liability of the Trustee towards the Charity,

means the Secretary of the Charity (if any),

means a resolution of the Members that is passed by a majority of 75% or more,

means carrying on a trade or business on a continuing basis for the principal purpose of raising funds and not for the purpose of

Personal Interest

Properly Incurred

Relevant Liability

Secretary

Special Resolution

Taxable Trading

actually carrying out the Objects, and the profits of which are liable to tax,

Trustee

means a director of the Charity and Trustees means all of the directors,

Written or In Writing

refers to a legible document on paper or a document which can be printed onto paper including a fax message or electronic mail,

Year

means calendar year

- Except where the context requires otherwise, expressions defined in the Companies Acts have the same meaning in the Articles
- 19.3 References to an Act of Parliament are to the Act as amended or re-enacted from time to time and to any subordinate legislation made under it
- 194 References to one gender shall include any other gender
- 19.5 Articles 3, 423, 8 and 18 must not be changed without the prior Written authorisation of the Commission
- 196 The model articles in Schedule 2 of the Companies (Model Articles) Regulations 2008 do not apply to the Charity