1983 No. 120

COMPANIES

The Companies (Annual Return) Regulations (Northern Ireland) 1983

Made	*16th May 1983*
Coming into operation	*1st July 1983*

The Department of Economic Development, in exercise of the powers conferred by section 398(2) of the Companies Act (Northern Ireland) 1960(a) and now vested in it(b) and of every other power enabling it in that behalf, hereby makes the following regulations:

Citation and commencement

1. These regulations may be cited as the Companies (Annual Return) Regulations (Northern Ireland) 1983 and shall come into operation on 1st July 1983.

Form of annual return

2.—(1) Except as provided in paragraph (2) the form set out in the Schedule shall be substituted for the form in Part II of the Fifth Schedule to the Companies Act (Northern Ireland) 1960.

(2) Paragraph (1) shall not apply in relation to an annual return made by a company on or after 1st July 1983 in the case of which there is a duty by virtue of Article 9(3) of the Companies (Northern Ireland) Order 1978(c) to annex to the return a copy of any balance sheet laid before the company in general meeting before that date.

Sealed with the Official Seal of the Department of Economic Development for Northern Ireland on 16th May 1983.

(L.S.) *W. T. McCrory*
Assistant Secretary

(a) 1960 c. 22 (N.I.)
(b) By S.I. 1982/846 (N.I. 11) Art. 4
(c) S.I. 1978/1042 (N.I. 12)

SCHEDULE

Regulation 2(1)

THE COMPANIES ACTS (NORTHERN IRELAND) 1960 to 1982

Form No. 6a

Annual return of a company having a share capital

Pursuant to sections 119 and 121
of the Companies Act (Northern Ireland) 1960

Please do not write in this binding margin.

Please complete legibly in black type, or preferably in bold block lettering.

*delete if inappropriate.

To the Registrar of Companies

For official use

Company number

Annual return of

Limited*

made up to the ..... 19..... , the date of this return, being the fourteenth day after the date of the annual general meeting for the year 19.....

Address of registered office of the company

Total amount of indebtedness of the company in respect of all mortgages and charges which are required to be registered with the Registrar of Companies (note 1).

If the register of members or any register of debenture holders is kept at a place other than the registered office, insert the address of the place where it is kept, or, if such a register is kept otherwise than in a legible form and the place for inspection of the register is elsewhere than at the registered office, insert the address where inspection may be made. (see note 2)

Register of members

Register of debenture holders

Particulars of the person who is the secretary at the date of this return

Name (notes 3, 4 and 5)

Previous name(s) (note 3)

Address (notes 4, 5 and 6)

We certify this return which comprises pages 1, 2 and 3 (plus‡ ..... continuation sheets)*

‡enter number of continuation sheets attached.

Signed ..... Director, and ..... Secretary

Presentor's name, address and reference (if any):

For official use

General section

Post room

SUMMARY OF SHARE CAPITAL AND DEBENTURES

Nominal share capital £

Please do not write in this binding margin.

divided into:

Number of shares	Class	Nominal value of each share
		£
		£
		£
		£

Please complete legibly, preferably in black type, or bold block lettering.

ISSUED SHARE CAPITAL AND DEBENTURES

		Number	Class
1. Number of shares of each class taken up to the date of this return (which must agree with the total shown in the list as held by existing members).			
2. Number of shares of each class issued subject to payment wholly in cash.			
3. Number of shares of each class issued as fully paid up for a consideration other than cash.			
	Amount		
4. Number of shares of each class issued as partly paid up for a consideration other than cash and extent to which each such share is so paid up	£ *		
5. Number of shares (if any) of each class issued at a discount.			
6. Amount of discount on the issue of shares which has not been written off at the date of this return.			
7. Amount called up on number of shares of each class.	£ *		
8. Total amount of calls received (note 7)	£		
9. Total amount (if any) agreed to be considered as paid on number of shares of each class issued as fully paid up for a consideration other than cash.	£		
10. Total amount (if any) agreed to be considered as paid on number of shares of each class issued as partly paid up for a consideration other than cash.	£		
11. Total amount of calls unpaid.	£		
12. Total amount of sums (if any) paid by way of commission in respect of any shares or debentures.	£		
13. Total amount of the sums (if any) allowed by way of discount for any debentures since the date of the last return.	£		
14. Total number of shares of each class forfeited.			
15. Total amount paid (if any) on shares forfeited.	£		
16. Total amount of shares for which share warrants to bearer are outstanding.	£		
17. Total amount of share warrants to bearer issued and surrendered respectively since the date of the last return ISSUED	£		
SURRENDERED	£		
18. Number of shares comprised in each share warrant to bearer, specifying in the case of warrants of different kinds, particulars of each kind.			

*per share.

LIST OF PAST

Folio in register ledger containing particulars	Names and addresses

Please do not write in this binding margin.

Please complete legibly, preferably in black type, or bold block lettering.

Important: The particulars to be given are those referred to in section 191 of the Companies Act (Northern Ireland) 1960 as amended by Article 95 of the Companies (Northern Ireland) Order 1982.

*enter particulars of other directorships held or previously held (see note 9). If this space is insufficient use a continuation sheet.

Particulars of the director(s) of the company at the date of the return (Note 8).

Name (note 3)	Business occupation
Previous name(s) (note 3)	Nationality
Address (note 6)	
	Date of birth (note 10)
Other directorships*	

Name (note 3)	Business occupation
Previous name(s) (note 3)	Nationality
Address (note 6)	
	Date of birth (note 10)
Other directorships*	

Name (note 3)	Business occupation
Previous name(s) (note 3)	Nationality
Address (note 6)	
	Date of birth (note 10)
Other directorships*	

AND PRESENT MEMBERS (notes 11, 12 and 13)

Account of shares				
Number of shares or amount of stock held by existing members at date of return. (notes 14 and 15)	Particulars of shares transferred since the date of the last return, or, in the case of the first return, of the incorporation of the company, by (a) persons who are still members, and (b) persons who have ceased to be members (note 16).			Remarks
	Number (note 15)	Date of registration of transfer (a)	(b)	

NOTES

1. Include also any indebtedness in respect of mortgages and charges which would have been required to be so registered if created after 1st July 1908.

2. If the register of members or any register of debenture holders is kept otherwise than in a legible form (e.g., on a computer) the Companies (Registers and other Records) Regulations (Northern Ireland) 1981, (S.R. 1981 No. 361) made under Article 143(4) of the Companies (Northern Ireland) Order, 1978 requires notification in the annual return of the place in Northern Ireland where such register may be inspected if that place of inspection is elsewhere than at the registered office.

   If any register of debenture holders or any part of it is kept outside Northern Ireland, insert the address in Northern Ireland where any duplicate of such register or part is kept unless it is kept at the registered office.

3. Full names must be given. In the case of an individual his present Christian name(s) and surname must be given together with any previous Christian names or surname. 'Christian name' includes a forename and 'surname', in the case of a peer or person usually known by a title different from his surname, means that title. In the case of a corporation its corporate name must be given. 'Previous Christian names or surname' does not include:—

   (a) in the case of a peer or a person usually known by a British title different from his surname, the name by which he was known previous to the adoption of or succession to the title, or

   (b) in the case of any person, a previous Christian name or surname where that name or surname was changed or disused before the person bearing the name attained the age of eighteen years or has been changed or disused for a period of not less than twenty years, or

   (c) in the case of a married woman, the name or surname by which she was known previous to the marriage.

4. Where all the partners in a firm are joint secretaries, only the name and principal office of the firm need be stated.

5. Where the secretary or one of the joint secretaries is a Scottish firm the details required are the firm name and its principal office.

6. Usual residential address must be given or, in the case of a corporation, the registered or principal office.

7. Include payments on application and allotment and any sums received on shares forfeited.

8. If there is insufficient space use a prescribed continuation sheet. 'Director' includes any person who occupies the position of a director by whatever name called, and any person in accordance with whose directions or instructions the directors of the company are accustomed to act.

9. The names of all bodies corporate incorporated in Northern Ireland of which the director is also a director (see note 8) or has been a director at any time during the preceding five years must be given. A current or past directorship need not be disclosed however if it has been held in a body corporate which, throughout that directorship (excluding the period of the directorship held more than five years ago), has been—

   (a) a dormant company, i.e., one for which no significant accounting transaction (within the meaning of Article 14(6) of the Companies (Northern Ireland) Order 1982) has occurred;

   (b) a body corporate of which the company making the return was a wholly owned subsidiary;

   (c) a wholly owned subsidiary of the company making the return, or

   (d) a wholly owned subsidiary of a body corporate of which the company making the return was also a wholly owned subsidiary.

   A body corporate is deemed to be the wholly owned subsidiary of another if it has no members except that other and that other's wholly owned subsidiaries and its or their nominees.

10. Dates of birth need only be given in the case of directors of a company which is subject to section 176 of the Companies Act (Northern Ireland) 1960, namely a company which is a public company or being a private company, is a subsidiary of a public company, or of a body corporate registered as a public company under the law relating to companies for the time being in force in Great Britain.

11. Give list of persons holding shares or stock in the company on the fourteenth day after the holding of the annual general meeting. Show also those persons who have ceased to hold shares or stock in the company since the date of the last return or, if this is the company's first return, since the date of incorporation. If the space is insufficient use a prescribed continuation sheet.

    Where a company keeping a dominion register receives at its registered office after the date when the annual return is completed, copies of entries made in the dominion register, the relevant particulars of those entries shall be included in a subsequent return.

12. If the names in the list are not arranged in alphabetical order, an index sufficient to enable the name of any person to be readily found must be annexed.

13. If the return for either of the two immediately preceding years has given as at the date of that return the full particulars required as to past and present members and the shares and stock held and transferred by them, the only particulars which need to be given are those relating to persons ceasing to be or becoming members since the date of the last return, the shares transferred since that date or the changes since that date in the amount of stock held by a member. In the case of a company keeping a dominion register the full particulars referred to above do not include particulars of entries in the dominion register not received at the registered office before the date when the relevant annual return was completed.

14. The aggregate number of shares held by each member must be stated and the aggregate must be added up so as to agree with the number of shares stated in the 'summary of share capital and debentures' (page 2, item 1) to have been taken up.

15. When the shares are of different classes these columns should be subdivided, so that the number of each class held, or transferred, may be shown separately. Where any shares have been converted into stock the amount of stock held by each member must be shown.

16. The date of registration of each transfer should be given as well as the number of shares transferred on each date. The particulars should be placed opposite the name of the transferor and not opposite that of the transferee, but the name of the transferee may be inserted in the 'remarks' column immediately opposite the particulars of each transfer.