



BIC 015 100075

Companies House

— for the record —

Company Name

24/7 TRANSLATIONS LIMITED

363s Annual Return

- > 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.

Company Type

Private Company Limited By Shares

Company Number

4153515

Information extracted from Companies House records on 18th January 2002

Section 1: Company details



A42 COMPANIES HOUSE *AR41P8H1* 0842 20/02/02

Ref: 4153515/01/01

	Current details	Amended details												
<p>> Registered Office Address</p> <p><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p>	<p>24 Petersham Road Richmond Surrey TW10 6UW</p>	<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode _____</p>												
<p>> Register of Members</p> <p><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p>	<p>Address where the Register is held</p> <p>At Registered Office</p>	<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode _____</p>												
<p>> Register of Debenture Holders</p> <p><i>If any of the details are wrong, strike them through and fill in the correct details in the "Amended details" column.</i></p>	<p>Not Applicable</p>	<p>Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>UK Postcode _____</p>												
<p>> Principal Business Activities</p> <p><i>Please enter principal activity code(s) in "Amended details" column. See notes for guidance for list of activity codes. Please use the most appropriate code in the list, or write a short description of your company's activities.</i></p>	<p>None held, please enter SIC code or description in the amended details column.</p>	<table border="1"> <thead> <tr> <th>SIC CODE</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>7483</td> <td>PROVISION OF TRANSLATION SERVICES</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	7483	PROVISION OF TRANSLATION SERVICES	_____	_____	_____	_____	_____	_____	_____	_____
SIC CODE	Description													
7483	PROVISION OF TRANSLATION SERVICES													
_____	_____													
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_____	_____													
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Section 2: Details of Officers of the Company

	Current details	Amended details
<p>> Company Secretary If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</p> <p><i>Particulars of a new Company Secretary must be notified on form 288.</i></p>	<p>Name Spencer James WREFORD</p> <p>Address 24 Petersham Road Richmond Surrey TW10 6UW</p>	<p>Name _____</p> <p>Address _____ _____ _____</p> <p>UK Postcode _ _ _ _ _</p> <p>Date of change _ _ / _ _ / _ _ _ _</p> <p>Date Spencer James WREFORD ceased to be secretary (if applicable) _ _ / _ _ / _ _ _ _</p>

<p>> Director If any of the details for this person are wrong, strike them through and fill in the correct details in the "Amended details" column.</p> <p><i>Particulars of a new Director must be notified on form 288.</i></p>	<p>Name Joanne Denise WREFORD</p> <p>Address 24 Petersham Road Richmond Surrey TW10 6UW</p> <p>Date of birth 08/06/1971</p> <p>Nationality British</p> <p>Occupation Managing Director</p>	<p>Name _____</p> <p>Address _____ _____ _____</p> <p>UK Postcode _ _ _ _ _</p> <p>Date of birth _ _ / _ _ / _ _ _ _</p> <p>Nationality _____</p> <p>Occupation _____</p> <p>Date of change _ _ / _ _ / _ _ _ _</p> <p>Date Joanne Denise WREFORD ceased to be director (if applicable) _ _ / _ _ / _ _ _ _</p>
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Section 3: Total Issued Share Capital

(B)

> Please enter the details of the company's total share capital in the space provided below.

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>TWO</u>
	Aggregate Nominal Value of issued shares
	<u>£ 2</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>TWO</u>
Aggregate Nominal Value of issued shares
<u>£ 2</u>

> Please send a full list of shareholders with this annual return. Use Sections 4A (and 4B if appropriate) to give the details. You must name all the shareholders.

Section 4: Details of Current Shareholders

- > Please fill in the details of any persons or corporate bodies who are shareholders at the date of this return.
- > For jointly held shares please list those joint shareholders consecutively on the form. If a joint shareholder also holds shares in their own right, list that holding separately.
- > 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>SPENCER WREFORD</u> Address <u>24 PETERSHAM ROAD</u> <u>RICHMOND</u> <u>SURREY</u> UK Postcode <u>TW10 6UW</u>	ORDINARY ONE		
Name <u>JOANNE WREFORD</u> Address <u>24 PETERSHAM ROAD</u> <u>RICHMOND</u> <u>SURREY</u> UK Postcode <u>TW10 6UW</u>	ORDINARY ONE		
Name _____ Address _____ _____ _____ UK Postcode - - - - -			
Name _____ Address _____ _____ _____ UK Postcode - - - - -			

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 <hr/> Address <hr/> <hr/> <hr/> UK Postcode - - - - -		
Name <hr/> Address <hr/> <hr/> <hr/> UK Postcode - - - - -		
Name <hr/> Address <hr/> <hr/> <hr/> UK Postcode - - - - -		
Name <hr/> Address <hr/> <hr/> <hr/> UK Postcode - - - - -		
Name <hr/> Address <hr/> <hr/> <hr/> 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 [Handwritten Signature]
(Director / Secretary)

Date 17 / 02 / 2002

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 5/2/2002 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 **5th February 2003** please give the new date here:

__ / __ / ____

4. Where to send this form

Please return this form to:

Registrar of Companies		For members of the Hays Document
Companies House		Exchange service
Crown Way	OR	DX 33050 Cardiff
Cardiff CF14 3UZ		

Have you enclosed the filing fee with the company number written on the reverse of the cheque?

Cheque Postal Order Cheque / Postal Order Number _____

(Please complete as appropriate)

Contact Address

Please give the name and address of the person who should be contacted if there are any queries about this form.

Contact Name
SPENCER WREARD

Telephone number *inc code*
02084011269

Address
24 PETERSHAM ROAD
RICHMOND
SURREY

DX number *if applicable*

DX exchange

Postcode TW10 6VW