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|  | **COMPANIES ACT**  **FIFTH SCHEDULE**  FORM OF ANNUAL RETURN OF A COMPANY HAVING A SHARE CAPITAL |  |
| Annual Return of the Click to enter company name Company (including foreign companies) made up to the Day day of Month, Year (being the date of the first or only ordinary general meeting in Year ).  The address of the registered office of the Company is as follows –  Click to enter Registered Address | | |
|  | *Summary of Share Capital and Shares* |  |
|  | Nominal Share Capital $ Click to enter text.  shares of $ Click to enter text each  divided into \*  shares of $ Click to enter text each |  |
|  | Total number of shares taken up\* to the Day day of Month Year being the date of the return (which number must agree with the total shown in the list as held by existing members). |  |
|  | Number of shares issued subject to payment wholly in cash. |  |
|  | Number of shares issued as fully paid up otherwise than in cash |  |
|  | Number of shares issued as partly paid up to the extent of Click to enter text per share otherwise than in cash. |  |
|  | 🕈 Number of Click to enter text shares (if any) issued at a discount. |  |
|  | Total amount of discount on the issue of shares which has not been written off at the date of this Return. | $ Click to enter text. |
|  | § There has been called up on … … … …  each of Click to enter text shares | $ Click to enter text. |
|  | § There has been called up on … … … …  each of Click to enter text shares | $ Click to enter text. |
| \*Where there are shares of different kinds or amounts (e.g., Preference and ordinary or $100 and $10) state the number and nominal values separately.  *B.L.R.O. 1/1984*  🕈 If the shares are of different kinds, state them separately.  § Where various amounts have been called, or there are shares of different kinds, state them separately.  🕈🕈 Include what has been received on forfeited as well as on existing shares. | | |

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|  | § There has been called up on … … … …  each of Click to enter text shares | $ Click to enter text. |
|  | 🕈🕈 Total amount of calls received, including payments on application and allotment. | $ Click to enter text. |
|  | Total amount (if any) agreed to be considered as paid on Click to enter text shares which have been issued as fully paid up otherwise than in cash. | $ Click to enter text. |
|  | Total amount (if any) agreed to be considered as paid on Click to enter text shares which have been issued as partly paid up to the extend of Click to enter text per share otherwise than in cash. | $ Click to enter text. |
|  | Total amount of calls unpaid … … … … | $ Click to enter text. |
|  | Total amount of the sums (if any) paid by way of commission in respect of any shares or debentures or allowed by way of discount in respect of any debentures since the date of the last Return. | $ Click to enter text. |
|  | Total number of shares forfeited | $ Click to enter text. |
|  | Total amount paid (if any) on shares forfeited | $ Click to enter text. |
|  | Total amount of shares for which share warrants to holder, if outstanding | $ Click to enter text. |
|  | Total amount of share warrants to bearer issued and surrendered respectively since the date of the last Return | Issued $ Click to enter text.  Surrendered $ Click to enter text. |
|  | Remaining no. of shares comprised in each share warrant to holder | $ Click to enter text. |
|  | **Total amount of the indebtedness of the Company in respect of all mortgages and charges of the kind which are required to be registered with the Registrar of Companies Act.** | $ Click to enter text. |

**PRIVATE COMPANY**

*Certificates to be given by a Private Company*

*A. "I certify that the Company has not since the date of the*

*1) "last Annual Return issued an invitation to the public to subscribe*

*'for any shares or debentures of the Company".*

(Signature) 

(State whether Director or Secretary) Click here to enter text.

B. Should the number of members of the Company exceed fifty the following certificate is also required -

*"I certify that the excess of members of the Company above*

*"fifty consists wholly of persons who are in the employment*

*"of the Company and/or of persons who, having been formerly "in the employment of the Company were while in such employ­ "ment, and have continued after the determination of such em­ "ployment to be, members of the Company".*

(Signature) 

(State whether Director or Secretary) Click here to enter text.

1) In the case of the first Annual Return strike out the words "last Annual Return" and substitute therefor the words "Incorporation of the Company".

**LIST OF MEMBERS –TO ACCOMPANY ANNUAL RETURN**

List of persons holding shares in the Click to enter Company name Company Limited, on the Day Day Monthof Year, and of Persons who have held Shares therein at any time since the date of the last Return, or (in the case of the first Return) of the incorporation of the Company, showing their Names and Addresses, and an Account of the Shares so held.

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

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| Folio in Register Ledger, containing Particulars | Names, Addresses, and Occupations | | | | Account of Shares | | | | | |
| Surname | Christian Name | Occupation | Address | \* Number of Shares held by existing Members at Date of Return | 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 persons who are still Members | | 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 persons who have ceased to be Members | | Remarks |
| Number | Date of Registration of Transfer | Number | Date of Registration of Transfer |
| Click here to enter text. | Click to enter surname | Click to enter Christian Name (If applicable) | Click to enter occupation | Click to enter address | Click to enter specify number of shares | Click to enter number | Click to enter date of registration of transfer | Click to enter number | Click to enter date of registration of transfer | Click to enter remarks (if any) |

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(Signature) : 

(State whether Director or Manager or Secretary : Click to enter position

\*The aggregate Number of Shares held, and not the Distinctive Numbers, must be stated, and the column must be added up throughout so as to make one total to agree with that stated in the Summary to have been taken up.

🕈 When the Shares are of different classes these columns may 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.

🕈🕈The Date of Registration of each Transfer should be given as well as the Numbers of Shares transferred on each date. The Particulars should be placed opposite the Narne of the Transferor, and not opposite that of the Transferee, but the Narne of the Transferee may be inserted in the "Remarks" column immediately opposite the par­ ticulars of each Transfer.

The Return must be signed at the end by a Director or by the Manager or Secretary of the Company. Delivered for filing by Click to enter Company Name

Particulars of the \*Directors of the Click to enter Company NameCompany, Limited, at the date of the Annual Return

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| --- | --- | --- | --- | --- | --- |
| The present Christian Name or Names and Surname | Any former Christian Name or Names or Surname | Nationality | Nationality of Origin (if other tha.'1 the Present Nationality) | Usual Residential Address | Other Business Occupation if any. If none, state so |
| Click to enter name | Click to enter former Christian Name (if applicable) | Click to enter Nationality | Click to enter nationality of origin  I | Click to enter usual residence address | Click to enter other business occupation. |

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| The present Christian Name or Names and Surname | Any former Christian Name or Names or Surname | Nationality | Nationality of Origin (if other tha.'1 the Present Nationality) | Usual Residential Address | Other Business Occupation if any. If none, state so |
| Click to enter name | Click to enter former Christian Name (if applicable)  ' | Click to enter Nationality | Click to enter nationality of origin  I | Click to enter usual residence ddress | Click to enter other business occupation |

\* "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 a Company are accustomed to act.

🕈 In the case of a Corporation its corporate name and registered or principal office should be shown.

🕈🕈In the case of an individual who has no business ocupation hut holds any other directorship or directorships particulars of that directorship or of some one of those directorships must be entered.



*(Director, Secretary or Manager)*