



Tayloredbusinessservices

compliance services tailored to suit your business

NEW COMPANY QUESTIONNAIRE

QUESTION:	ANSWER:
Your Name: Your Address:	
Proposed Company Name:	1 st choice: 2 nd choice:
Definition of shares: This will automatically default to Ordinary Shares of (Pounds Sterling) £1.00 each. If you would prefer a different definition please state:	Default: Yes/No Or Currency (£, \$ or euro): Each (value per share):
Registered office address This is the address for service of documents registered at Companies House and in the public domain. Taylored Business Services can provide this service for an annual fee, if required. Please dial 0191 645 2112 to discuss.	Address:
Appointments At least one individual must be appointed as a director. At least one shareholder should be appointed. A sole director can be the sole shareholder.	Individual director Title: First Name: Middle Name: Surname: Number of shares to be taken if any: Any former name(s) by which known for business purposes within past 20 years: Residential Address:

A director may give a service address other than his residential address for registering on the public domain:

Postcode:

Service Address (if different).

Postcode:

Date of Birth:

Occupation:

Nationality:

Country/state of residence:

Security details:

Last three digits of telephone number:

First three letters of town of birth:

First three letters of mothers maiden name

A director may give a service address other than his residential address for the public domain:

Second individual director (if required)

Title:

First Name:

Middle name:

Surname:

Number of shares to be taken if any:

Any former name(s) by which known for business purposes within past 20 years:

Residential Address:

Postcode:

Service Address (if different).

Postcode:

Date of Birth:

Occupation:

Nationality:

Country/state of residence:

Security details:

Last three digits of telephone number:

First three letters of town of birth:

First three letters of mothers maiden name

<p>Company Secretary:</p> <p>The position of a named company secretary is now optional for all private limited companies:</p> <p>Taylor Business Services can provide this service for an annual fee, if required. Please dial 0191 645 2112 to discuss.</p> <p>The company secretary may give a service address other than his residential address for the public domain:</p>	<p>Individual company secretary (optional)</p> <p>Title: First Name: Middle Name: Surname: Date of birth:</p> <p>Number of shares to be taken if any:</p> <p>Any former name(s) by which known for business purposes within past 20 years::</p> <p>Service Address (if different). Postcode:</p> <p>Security details: Last three digits of telephone number: First three letters of town of birth: First three letters of mothers maiden name:</p>
<p>Shareholder if not already shown as a director above:</p> <p>The address provided does not have to be the shareholder's usual residential address but can be a service address.</p>	<p>Title: First Name: Middle Name: Surname:</p> <p>Address: Number of shares to be taken: Or if a Corporate Body or Firm's name: Authorised signatory name if Corporate shareholder: Address: Postcode:</p> <p>Security details: Last three digits of telephone number: (if Corporate Shareholder, provide authorised signatory's details) First three letters of mothers maiden name: First three letters of town of birth:</p>

<p>Corporate Director/ Secretary (optional)</p> <p>If a corporate director or secretary is required other than a natural person please complete.</p> <p>Taylorred Business Services can provide this service for an annual fee, if required. Please dial 0191 645 2112 to discuss.</p>	<p>Director: Yes/No</p> <p>Secretary: Yes/No</p> <p>Number of shares to be taken:</p> <p>Name of corporate body/firm:</p> <p>Registered or principal address</p> <p>Postcode:</p> <p>Name of authorised signatory:</p> <p>Security details(of authorized signatory):</p> <p>Last three digits of telephone number:</p> <p>First three letters of town of birth:</p> <p>First three letters of mothers maiden name</p> <p>For companies registered in EEA</p> <p>Where the firm is registered:</p> <p>Registration number:</p> <p>For companies/firms not registered in EEA</p> <p>Legal form of the corporate body/firm:</p> <p>Governing law:</p> <p>Where the company or firm is registered:</p> <p>Registration number:</p> <p>(The EEA includes EU countries plus Iceland, Liechtenstein and Norway.)</p>
<p>Statutory Registers and Board minutes:</p> <p>(b) Auditors / Accountants (DELETE AS APPROPRIATE)</p> <p>(c) Solicitors</p>	<p>The proposed company's year end for accounting purposes:</p> <p>DAY : MONTH :</p> <p>Name:</p> <p>Address:</p> <p>Name:</p>

(d) Bankers	Address: Name: Branch:
Additional services which are included in the starter pack. These will need to be discussed further in detail with you:- Are terms and conditions required: Is an engagement letter required: Hand held plier (company seal) required (optional): £20 Directors annual compliance service:	Yes/No Yes/No Yes/No Yes/No

