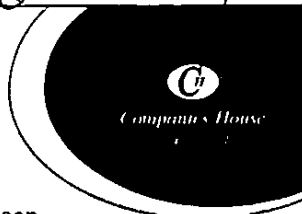


605029/30

In accordance with Section 854 of the Companies Act 2006

AR01 Annual Return



This form is part of the PROOF scheme. If your company is registered for PROOF, paper versions of this form will be rejected and sent back to the registered office address. Avoid unnecessary rejection and file online. You can view your company's PROOF status on the WebFiling Menu Screen.

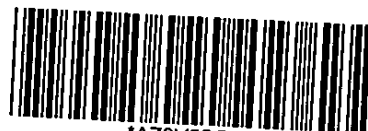
A fee is payable with this form. Please see 'How to pay' on the last page.

You can use the WebFiling service to file this form online. Please go to www.companieshouse.gov.uk

What this form is for
You may use this form to confirm that the company information is correct as at the date of this return. You must file an Annual Return at least once every year.

What this form is NOT for
You cannot use this form to give notice of changes to the company officers, registered office, company type or information relating to the company.

FRIDAY



A24 *AZ3V5SCG* 11/03/2011 181

COMPANIES HOUSE

Part 1 Company details

The section must be completed by all companies

→ **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

Company number: 01371191

Company name in full: 7 & 8 DARLINGTON STREET MANAGEMENT (BATH) LIMITED

① **Company name change**
If your company has recently changed its name, please provide the company name as at the date of this return.

A2 Return date

Please give the annual return made up date. The return date must not be a future date. The annual return must be delivered within 28 days of the date given below.

Date of this return: 1st 6th 20th 11th 2011

② **Date of this return**
Your company's return date is usually the anniversary of incorporation or the anniversary of the last annual return filed at Companies House. You may choose an earlier return date but it must not be a later date.

A3 Principal business activity

Please show the trade classification code number(s) for the principal activity or activities.

Classification code 1: 9800

Classification code 2:

Classification code 3:

Classification code 4:

③ **Principal business activity**
You must provide a trade classification code (SIC code) or a description of your company's main business in this section.
A full list of the trade classification codes are available on our website: www.companieshouse.gov.uk

If you cannot determine a code, please give a brief description of your business activity below:

Principal activity description:

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A4	Company type [Ⓢ]	
Please confirm your company type by ticking the appropriate box below (only one box must be ticked)		Ⓢ Company type If you are unsure of your company type, please check your latest certificate of incorporation or our website www.companieshouse.gov.uk
<input type="checkbox"/> Public limited company <input checked="" type="checkbox"/> Private company limited by shares <input type="checkbox"/> Private company limited by guarantee <input type="checkbox"/> Private company limited by shares exempt under section 60 <input type="checkbox"/> Private company limited by guarantee exempt under section 60 <input type="checkbox"/> Private unlimited company with share capital <input type="checkbox"/> Private unlimited company without share capital		

A5	Registered office address [Ⓢ]	
Building name/number	FLAT 3-4	Ⓢ Change of registered office This must agree with the address that is held on the Companies House record at the date of this return If the registered office address has changed, you should complete form AD01 and submit it together with this annual return
Street	7 DARLINGTON STREET	
Post town	BATH	
County/Region		
Postcode	B A 2 4 E A	

A6	Single alternative inspection location (SAIL) of the company records (if applicable) [Ⓢ]	
Building name/number		Ⓢ SAIL address This must agree with the address that is held on the Companies House record at the date of this return If the address has changed, you should complete form AD02 and submit it together with this annual return
Street		
Post town		
County/Region		
Postcode		

A7	Location of company records [Ⓢ]	
Please tick the appropriate box to indicate which records are kept at the SAIL address in Section A6.		Ⓢ Location of company records If the company records are held at the registered office address, do not tick any of the boxes in this section Certain records must be kept by every company while other records are only kept by certain company types where appropriate If the records are not kept at the SAIL address, they must be available at the registered office If any of the company records have moved from the registered office to the address in Section A6 since the last annual return, you must complete form AD03 and submit it together with this annual return
<input type="checkbox"/> Register of members <input type="checkbox"/> Register of directors <input type="checkbox"/> Directors' service contracts <input type="checkbox"/> Directors' indemnities <input type="checkbox"/> Register of secretaries <input type="checkbox"/> Records of resolutions etc <input type="checkbox"/> Contracts relating to purchase of own shares <input type="checkbox"/> Documents relating to redemption or purchase of own share out of capital by private company <input type="checkbox"/> Register of debenture holders <input type="checkbox"/> Report to members of outcome of investigation by public company into interests in its shares <input type="checkbox"/> Register of interests in shares disclosed to public company. <input type="checkbox"/> Instruments creating charges and register of charges England and Wales or Northern Ireland <input type="checkbox"/> Instruments creating charges and register of charges Scotland		

Part 2 Officers of the company

This section should include details of the company at the date to which this annual return is made up

- 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

Continuation pages
Please use a continuation page if you need to enter more officer details.

Secretary

B1 Secretary's details

Please use this section to list all the secretaries of the company
For a corporate secretary, complete Section C1-C4.

Title*	MRS
Full forename(s)	RACHELLE ANNE
Surname	LAISNEZ
Former name(s)	

Secretary appointments
You may not use this form to appoint a secretary. To do this, please complete form AP03 and submit it together with this annual return.

Corporate details
Please use Section C1-C4 to enter corporate secretary details.

Secretary details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH03.

Former name(s)
Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

B2 Secretary's service address

Building name/number	THE COMPANY'S REGISTERED
Street	OFFICE
Post town	
County/Region	
Postcode	
Country	

Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

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Corporate secretary

C1 Corporate secretary's details		<p>Corporate secretary appointments You cannot use this form to appoint a corporate secretary. To do this, please complete form AP04 and submit it together with this annual return.</p> <p>Corporate secretary details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH04.</p> <p>This information will appear on the public record.</p>							
Please use this section to list all the corporate secretaries of the company									
Corporate body/firm name									
Building name/number									
Street									
Post town									
County/Region									
Postcode	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>								
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		<p>EEA A full list of countries of the EEA can be found in our guidance. www.companieshouse.gov.uk</p> <p>This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC).</p>
Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register		
Where the company/firm is registered		
Registration number		

C4 Non-EEA companies		<p>Non-EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.</p>
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		
Legal form of the corporate body or firm		
Governing law		
If applicable, where the company/firm is registered		
If applicable, the registration number		

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Director

D1	Director's details [Ⓢ]	<p>Ⓢ Director appointments You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.</p> <p>Corporate details Please use Section E1-E4 to enter corporate director details</p> <p>Director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.</p> <p>Ⓢ Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.</p>
Please use this section to list all the directors of the company. For a corporate director, complete Section E1-E4.		
Title*	MRS	
Full forename(s)	RACHELLE ANNE	
Surname	LAISNEZ	
Former name(s) [Ⓢ]		
Country/State of residence	ENGLAND	
Nationality	AMERICAN	
Date of birth	^d 1 ^d 0 ^m 11 ^y 1970	
Business occupation (if any)	SOLICITOR	

D2	Director's service address [Ⓢ]	<p>Ⓢ Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.</p> <p>This information will appear on the public record.</p>
Building name/number	THE COMPANY'S REGISTERED	
Street	OFFICE	
Post town		
County/Region		
Postcode		
Country		

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Director

D1 Director's details [Ⓢ]	
Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	
Title*	MR
Full forename(s)	PAUL ANDREW GUY
Surname	COLSON
Former name(s) [Ⓢ]	
Country/State of residence	ENGLAND
Nationality	BRITISH
Date of birth	02 02 1948
Business occupation (if any)	COMPANY DIRECTOR

Ⓢ Director appointments
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details
Please use Section E1-E4 to enter corporate director details

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01

Ⓢ Former name(s)
Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes

D2 Director's service address [Ⓢ]	
Building name/number	THE COMPANY'S REGISTERED
Street	OFFICE
Post town	
County/Region	
Postcode	
Country	

Ⓢ Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address

This information will appear on the public record

Director

D1	Director's details	<p>Director appointments You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.</p> <p>Corporate details Please use Section E1-E4 to enter corporate director details.</p> <p>Director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.</p> <p>Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.</p>
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4.	
Title*	MR	
Full forename(s)	JAMES ALISON	
Surname	CLARK	
Former name(s)		
Country/State of residence	ENGLAND	
Nationality	BRITISH	
Date of birth	28 10 1971	
Business occupation (if any)	COMPANY DIRECTOR	

D2	Director's service address	<p>Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.</p> <p>This information will appear on the public record.</p>
Building name/number	THE COMPANY'S REGISTERED	
Street	OFFICE	
Post town		
County/Region		
Postcode		
Country		

Director

D1	Director's details [Ⓞ]	<p>Ⓞ Director appointments You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.</p> <p>Corporate details Please use Section E1-E4 to enter corporate director details.</p> <p>Director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.</p> <p>Ⓞ Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.</p>
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4.	
Title*	MR	
Full forename(s)	BENEDICT NICHOLAS JULIAN	
Surname	SLEE	
Former name(s) [Ⓞ]		
Country/State of residence	ENGLAND	
Nationality	BRITISH	
Date of birth	1 5 0 8 1 9 7 3	
Business occupation (if any)	ARCHITECT	

D2	Director's service address [Ⓞ]	<p>Ⓞ Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.</p> <p>This information will appear on the public record.</p>
Building name/number	THE COMPANY'S REGISTERED	
Street	OFFICE	
Post town		
County/Region		
Postcode		
Country		

Director

D1	Director's details	<p>Director appointments You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return</p> <p>Corporate details Please use Section E1-E4 to enter corporate director details</p> <p>Director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01</p> <p>Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes</p>
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4.	
Title*	MR	
Full forename(s)	MILES PATRICK	
Surname	MARTIN	
Former name(s)		
Country/State of residence	ENGLAND	
Nationality	BRITISH	
Date of birth	09 07 1965	
Business occupation (if any)	GEOLOGIST	

D2	Director's service address	<p>Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address</p> <p>This information will appear on the public record</p>
Building name/number	THE COMPANY'S REGISTERED	
Street	OFFICE	
Post town		
County/Region		
Postcode		
Country		

Director

D1	Director's details [Ⓢ]	<p>Director appointments You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.</p> <p>Corporate details Please use Section E1-E4 to enter corporate director details.</p> <p>Director details All details must agree with those previously notified to Companies House since the last annual return and have not notified us, please complete form CH01.</p> <p>Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.</p>
Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4.		
Title*	MS	
Full forename(s)	VIRGINIA GAIL	
Surname	IRWIN	
Former name(s) [Ⓢ]		
Country/State of residence	ENGLAND	
Nationality	BRITISH	
Date of birth	1 2 05 19 65	
Business occupation (if any)	TEACHER	

D2	Director's service address [Ⓢ]	<p>Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.</p> <p>This information will appear on the public record.</p>
Building name/number	THE COMPANY'S REGISTERED	
Street	OFFICE	
Post town		
County/Region		
Postcode		
Country		

Director

D1	Director's details [Ⓢ]	<p>Ⓢ Director appointments You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.</p> <p>Corporate details Please use Section E1-E4 to enter corporate director details.</p> <p>Director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.</p> <p>Ⓢ Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.</p>
	Please use this section to list all the directors of the company. For a corporate director, complete Section E1-E4.	
Title*	MR	
Full forename(s)	PETER	
Surname	HARPER	
Former name(s) [Ⓢ]		
Country/State of residence	ENGLAND	
Nationality	BRITISH	
Date of birth	1 1 0 2 1 9 5 0	
Business occupation (if any)	ARCHIVIST	

D2	Director's service address [Ⓢ]	<p>Ⓢ Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.</p> <p>This information will appear on the public record.</p>
Building name/number	THE COMPANY'S REGISTERED	
Street	OFFICE	
Post town		
County/Region		
Postcode		
Country		

Director

D1	Director's details [Ⓢ]	<p>Ⓢ Director appointments You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return</p> <p>Corporate details Please use Section E1-E4 to enter corporate director details</p> <p>Director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01</p> <p>Ⓢ Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes</p>
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4.	
Title*	MRS	
Full forename(s)	MARY GILLIAN	
Surname	CORIN	
Former name(s) [Ⓢ]		
Country/State of residence	ENGLAND	
Nationality	BRITISH	
Date of birth	09 05 1947	
Business occupation (if any)	COMPANY DIRECTOR	

D2	Director's service address [Ⓢ]	<p>Ⓢ Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address</p> <p>This information will appear on the public record</p>
Building name/number	THE COMPANY'S REGISTERED	
Street	OFFICE	
Post town		
County/Region		
Postcode		
Country		

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Corporate director

E1 Corporate director's details		<p>Corporate director appointments You cannot use this form to appoint a corporate director. To do this, please complete form AP02 and submit it together with this annual return.</p> <p>Corporate director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH02.</p> <p>This information will appear on the public record.</p>									
Please use this section to list all the corporate director's of the company											
Corporate body/firm name											
Building name/number											
Street											
Post town											
County/Region											
Postcode	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>										
Country											
E2 Location of the registry of the corporate body or firm											
Is the corporate director registered within the European Economic Area (EEA)?											
<p>→ Yes Complete Section E3 only</p> <p>→ No Complete Section E4 only</p>											
E3 EEA companies		<p>EEA A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk</p> <p>This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC).</p>									
Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register											
Where the company/firm is registered											
Registration number											
E4 Non-EEA companies		<p>Non-EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.</p>									
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											
Legal form of the corporate body or firm											
Governing law											
If applicable, where the company/firm is registered											
If applicable, the registration number											

Part 3 Statement of capital

Does your company have share capital?
 → Yes Complete the sections below and the following Part 4
 → No Go to Part 5 (Signature).

① This should reflect the company's capital status at the made up date of this annual return

F1 Share capital in pound sterling (£)

Please complete the table below to show each class of shares held in pound sterling.
 If all your issued capital is in sterling, only complete Section F1 and then go to Section F4

Class of shares (E g Ordinary/Preference etc)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
ORDINARY	£10		10	£ 100
				£
				£
				£
Totals				£

F2 Share capital in other currencies

Please complete the table below to show any class of shares held in other currencies.
 Please complete a separate table for each currency.

Currency

Class of shares (E g Ordinary/Preference etc)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
Totals				

Currency

Class of shares (E g Ordinary/Preference etc)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
Totals				

F3 Totals

Please give the total number of shares and total aggregate nominal value of issued share capital

⑤ Total aggregate nominal value
 Please list total aggregate values in different currencies separately For example £100 + €100 + \$10 etc

Total number of shares

Total aggregate nominal value ⑤

② Including both the nominal value and any share premium

③ Number of shares issued multiplied by nominal value of each share

④ Total number of issued shares in this class.

Continuation Pages
 Please use a Statement of Capital continuation page if necessary

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F4 Statement of capital (Voting rights)

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

Class of share	ORDINARY
Voting rights	ONE VOTE PER SHARE
Class of share	
Voting rights	
Class of share	
Voting rights	
Class of share	
Voting rights	

Part 4

Shareholders

Does your company have share capital?
→ Yes Complete the sections below
→ No Go to Part 5 (Signature).

① This should reflect the shareholder details at the made up date of this annual return

G1

Traded public companies ②

Please tick the box if your company was a traded public company at any time during the period of this return

② **Traded company definition**
A traded company means a company any of whose shares are admitted to trading on a regulated market

G2

List of past and present shareholders

Private and non-traded public companies are required to provide a 'full list' if one was not included with either of the last two returns.

Traded public companies are required to provide a list of shareholders who held at least 5% of the issued shares of any share class if a list was not provided with either of the last two returns

Please tick the appropriate box below

- A full list of shareholders for a private or non-traded public company is enclosed Please complete Section G3, or
- A list of shareholders holding at least 5% of the issued shares of any share class for a traded public company is enclosed Please complete Section G4
- A list of shareholder changes is enclosed.
→ For private or non-traded public companies, please complete Section G3
→ For traded public companies, please complete Section G4.
- There were no shareholder changes in this period
→ Go to Part 5 (Signature)

Please tick the appropriate box below to indicate the format of your shareholder details

- The list of shareholders is enclosed on paper.
- The list of shareholders is enclosed in another format

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G3

Private or non-traded public companies – list of past and present shareholders

This section should only be completed by companies that have not traded on a regulated market at any time during the period of this return

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders

Please use a 'Private or non-traded public companies – list of past and present shareholders' continuation page if necessary

Shareholder's Name (Address not required)	Class of share	Shares or stock		Date of registration of transfer
		currently held	transferred (if appropriate)	
		Number of shares or amount of stock	Number of shares or amount of stock	
VERNA THERESE JENNINGS	ORDINARY		1	16/10/10
JAMES ALISON CLARK	ORDINARY	1		16/10/10
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /

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G4

Traded public companies – list of past and present shareholders

This section should show the shareholders that hold at least 5% of any class of share(s) of the company at the date of this return. It should only be completed by public companies that have traded on a regulated market at any time during the period of this return.

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year.

- You must provide a 'full list' of all company shareholders on
- The company's first annual return following incorporation,
 - Every third annual return after a full list has been provided

Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders
Please use a 'Traded public companies – list of past and present shareholders' continuation page if necessary

Shareholder's details	Class of share	Shares or stock currently held	Shares or stock transferred (if appropriate)	
		Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
Name				/ /
Address				/ /
				/ /
Name				/ /
Address				/ /
				/ /
Name				/ /
Address				/ /
				/ /
Name				/ /
Address				/ /
				/ /

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Part 5 Signature

This must be completed by all companies.

I am signing this form on behalf of the company.

Signature

Signature

X *Rachelle Lawson* X

This form may be signed by.
Director , Secretary, Person authorised , Charity commission receiver and
manager, CIC manager, Judicial factor

Societas Europaea
If the form is being filed on behalf
of a Societas Europaea (SE) please
delete 'director' and insert details
of which organ of the SE the person
signing has membership

Person authorised
Under either section 270 or 274 of
the Companies Act 2006

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 **Presenter 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.

Contact name
RACHELLE ANNE LAISNEZ

Company name
7 & 8 DARLINGTON STREET
MANAGEMENT (BATH) LTD

Address
7 DARLINGTON STREET
(FLAT 3-4)

Post town
BATH

County/Region

Postcode
BA2 4EA

Country
ENGLAND

DX

Telephone
01225 329809

Checklist

We may return forms completed incorrectly or with information missing

Please make sure you have remembered the following

- The company name and number match the information held on the public Register
- You have completed your principal business activity
- You have not used this form to make changes to the registered office address
- You have not used this form to make changes to secretary and director details
- You have fully completed the Statement of capital (if applicable)
- You have signed the form
- You have enclosed the correct fee

 **Important information**

Please note that all information on this form will appear on the public record.

 **How to pay**

A fee of £30 is payable to Companies House in respect of an Annual Return

Make cheques or postal orders payable to 'Companies House'

 **Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:

For companies registered in England and Wales:
The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland:
The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post)

For companies registered in Northern Ireland:
The Registrar of Companies, Companies House,
Second Floor, The Linenhall, 32-38 Linenhall Street,
Belfast, Northern Ireland, BT2 8BG
DX 481 N R Belfast 1

 **Further information**

For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquires@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk