

ORDER FORM (Ltd.)

Please use block capitals

First Choice of Company Name	<input type="text"/>	Limited
Second Choice	<input type="text"/>	Limited
Authorised Share Capital	<input type="text"/> shares of £ <input type="text"/> each	

If you leave this blank, your company will be incorporated with 1,000 shares of £1 each

YOUR DETAILS

Name	Title <input type="text"/>	Forenames <input type="text"/>
	Surname <input type="text"/>	
e-mail Address	<input type="text"/>	
Telephone	<input type="text"/>	
Address	No. / Street <input type="text"/>	
	<input type="text"/>	
	Town <input type="text"/>	
	County <input type="text"/>	
	Postcode <input type="text"/>	Country <input type="text"/>

REGISTERED OFFICE

Please tick as appropriate:

Use the IncWise Registered Office Service (£95 + VAT per year, plus £20 deposit)

Use the address below:

No. / Street	<input type="text"/>
	<input type="text"/>
Town	<input type="text"/>
County	<input type="text"/>
Postcode	<input type="text"/>
Country	England / Wales

COMPANY DIRECTOR

Name

If you are the company director, you can just write "as above".

Title _____ Forenames _____

Surname _____

Address

This must be a residential address. Companies House will not accept PO Box numbers.

No. / Street _____

Town _____

County _____

Postcode _____ Country _____

Personal Details

Needed for all directors

Nationality _____ Occupation. _____

Date of Birth _____ National Insurance No. _____

Eye Colour _____ Town of Birth _____

Mother's Maiden Name _____

Other Directorships

Needed for all directors.

If there is more than one director, please fill in an "Additional Director" form for each other director.

COMPANY SECRETARY

Please tick as appropriate:

Use the IncWise Company Secretary Service (£150 + VAT per year)

Use the IncWise Dormant Company Service (£175 + VAT first year, £75 + VAT later years)

The person below will be the Company Secretary:

Please note, if there is only one director, that person cannot also be the Company Secretary.

Name

Title _____ Forenames _____

Surname _____

Address

This must be a residential address. Companies House will not accept PO Box numbers.

No. / Street _____

Town _____

County _____

Postcode _____ Country _____

Personal Details

Town of Birth _____ National Insurance No. _____

Eye Colour _____ Mother's Maiden Name _____

SHAREHOLDER

Name

If you are the shareholder, you can just write "as above".

Title Forenames

Surname

Address

If you are the shareholder, you can just write "as above".

No. / Street

Town

County

Postcode

Country

Personal Details

Town of Birth

National Insurance No.

Eye Colour

Mother's Maiden Name

Number of Shares

If left blank, we will issue one share.

Privacy

Keep this shareholder's details private with the IncWise Nominee Shareholder Service (£150 + VAT per year) – please tick if you want this service.

If there is more than one shareholder, please fill in an "Additional Shareholder" form for each other shareholder.

TERMS AND CONDITIONS

By signing below, you agree to our terms and conditions of business, which are available in full on our website.

Please remember that although we provide general comments on our web site, we do not provide legal and financial advice. We also rely completely on the information you provide, when we file documents with government authorities. If this information is wrong, it is your responsibility and not ours.

YOUR RIGHT TO CANCEL. Our services are specifically tailored to your requirements. Therefore **YOU WILL HAVE NO RIGHT TO CANCEL ONCE WE START THE PROCESS OF INCORPORATING YOUR COMPANY.** You should note that this usually happens immediately after we receive cleared payment. You can cancel before that time, by telephoning us and confirming in writing.

I wish to order the services indicated in this order form. I confirm that the details I have supplied are accurate and agree to the Terms and Conditions of Business.

Signed:

Date:

PAYMENT DETAILS

<input checked="" type="checkbox"/>	Item	Price £ (inclusive of all taxes and fees)*	Amount Payable
<input checked="" type="checkbox"/>	Limited Company Formation	75.00	75.00
<input type="checkbox"/>	Use IncWise Registered Office Service <i>(including deposit)</i>	131.63	<input type="text"/>
<input type="checkbox"/>	Use IncWise Company Secretary Service	176.25	<input type="text"/>
<input type="checkbox"/>	Use IncWise Dormant Company Service	205.63	<input type="text"/>
<input type="checkbox"/>	Use IncWise Nominee Shareholder Service	176.25	<input type="text"/>
<input type="checkbox"/>	Virtual Office	411.25	<input type="text"/>
<input type="checkbox"/>	Remove Chairman's Casting Vote	29.38	<input type="text"/>
<input type="checkbox"/>	Give Directors Enhanced Voting Rights	29.38	<input type="text"/>
<input type="checkbox"/>	Logo Design**	176.25	<input type="text"/>
<input type="checkbox"/>	Company Stationery Design**	58.75	<input type="text"/>
<input checked="" type="checkbox"/>	Postage <i>(paper free service)</i>	No Charge	0.00
TOTAL (incl. VAT)			£ <input type="text"/>

* If you are eligible for zero VAT, we will refund any excess VAT. You do not need to calculate this.

** Please place your order now for these services, and we will get details from you later.

I agree to pay the total amount for the services ordered. I wish to pay by:

Cheque enclosed, payable to "IncWise Limited". Please write your name and order code on the back of the cheque.

Credit / Debit card. Please charge this sum to my account as follows:

Type *(delete as appropriate)*: Mastercard / Visa / Switch / Electron

Name on card:

Card number:

Expiry date

Please send the completed form, with any attachments and your cheque (unless you are paying by credit card), to: **IncWise Limited, The Alexander Suite, Arthur House, Chorlton Street, Manchester M1 3FH.**

Call us on 0845 009 6301 if you have any questions.