

Please supply copies of the f relation to the Company [and Company", this includes each

## 1. SHARE CAPITAL & S

- 1.1 The share capital of the
- 1.2 Names and addresses of shares held.
- 1.3 If different from the beneficial shareholders
- 1.4 All agreements grantii share or loan capital of
- 1.5 Any rights of pre-emp contained in the Comp
- 1.6 Details of any imped ownership in any share
- 1.7 Documents effecting reductions of share ca
- 1.8 Details of any direct or any customer, supplier
- 2. CORPORATE STRUC
- 2.1 The current memorar incorporation and all ce
- 2.2 The registered office.
- 2.3 [A list of all subsidiar share capital owned.]
- 2.4 [Whether subsidiaries date on which such sul
- 2.5 Names and addresses
- 2.6 All documents relating [incorporation] OR [<<

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CE

/PLC ("the Company")

or other information requested in Where reference is made to "the

sses of shares.

Iders, including number and class

s, names and addresses of all nd class of shares held.

right to call for, the issue of any

any share capital which are not on.

of the full legal and beneficial Purchaser.

rchases of own shares or other

of the shareholders or directors in npany.

sociation, including certificate of ame.

shares held and percentage of

and if dormant please specify the t.]

ecretary of the Company.

any company or business since



- 2.7 A list of the Compa businesses.
- 3. INSURANCE
- 3.1 Details of all claims ma
- 3.2 A schedule of all curre
- 4. **COMPLIANCE WITH**
- 4.1 Details and copies of obtained by the Comparison of the Com
- 4.2 Details of all licences desirable in relation to
- 4.3 Details of any prosecu currently engaged, ar threatened and any cir
- 4.4 Copies of any outstand
- 4.5 Details of any material agreement, arrangeme
- 5. ACCOUNTS AND FIN
- 5.1 Last audited accounts
- 5.2 Details of any outstar constituting instrument
- 5.3 Details of all bank, in including currency hed
- 5.4 Details of any grant or incorporation.
- 5.5 Details of all guarantee by or for the Company,
- 5.6 Details of all loans ma directors' loans and inc
- 5.7 Copies of all outstand over any of the assets
- 5.8 Details of any security
- 5.9 Details of any material











erests in other companies and

ies which are outstanding.

# LITIGATION

ations, approvals and consents usiness, including any consumer

als and consents necessary or which have not been obtained.

tisputes in which the Company is sputes known to be pending or to any litigation or prosecutions.

affecting the Company.

Company under the terms of any

n stock, including copies of the

ing and other financing facilities,

e received by the Company since

nd suretyship arrangements given angements.

any, including all intra-group and

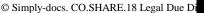
, or debentures or other security

er the assets of any third party.

- 6.1 Any independent valua three years.
- 6.2 Details of any hire, hir which the Company is
- 7. INTELLECTUAL PRO
- 7.1 Details of all the Com registrations and pendi
- 7.2 Any official objection application for rectifica right.
- 7.3 Details of all registrabl not been registered.
- 7.4 Details of any trade or
- 7.5 In the case of intellect copies of the Compar software packages).
- 7.6 Details of any licences of intellectual property
- 7.7 Details of any disclos secrets or confidential
- 7.8 Details of any actual property, including bus

## 8. THE CONTRACTS OF

- 8.1 Details of all contracts £<<Amount>>.
- 8.2 Details of all contracts which cannot be termi compensation.
- 8.3 Details of all contracts
- 8.4 Copies of all agency or
- 8.5 Copies of all joint vent technical assistance ar
- 8.6 Copies of the Company





cluding land) obtained in the last

dit sale or similar agreements to hagreements.

ctual property including copies of

ct of any application for, or an a registered intellectual property

wned by the Company which has

s used by the Company.

but not owned by the Company, ht to use (excluding off-the-shelf

anted by the Company in respect mpany.

f any intellectual property, trade

nts of the Company's intellectual

g obligation to pay in excess of

od of more than three months, or or less notice without payment of

-making.

agreements.

ship or consortium agreements or Company is a party.

onditions of purchase and/or sale.

ng obligation to p



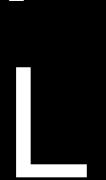
- 8.7 Copies of all agreemer terminated or varied up
- 8.8 Details of any agreeme bargain at arm's length
- 8.9 Details of any agreen shareholder or director
- 8.10 Details of any restrictic Company's ability to ca
- 8.11 A list of major cust <<Percentage>>% of t
- 8.12 Details of any long commitments.
- 8.13 Details of any agreen commission or royalty i
- 9. EMPLOYMENT
- 9.1 Details of all the ter shareholder (or their fa
- 9.2 A schedule comprising employment) name, employment, grade, ag details of any proposed notice periods, entitlei commission, other ben expenses and amount
- 9.3 Copies of the Compa copies of all service ag
- 9.4 Details of any outstan any matters which min raised by any employer
- 9.5 Copies of any written e and the Commission f the Health and Safety I
- 9.6 Details of any consul contractors including name
- 9.7 Details of any current e termination of employm











h will be (or are capable of being) f the Company.

ed into otherwise than by way of a ordinary course of business.

ich is outstanding in which any interested.

ompany restricting or limiting the art of the world.

ose accounting for more than d last financial years.

or other material contracts or

ents in respect of which a fee,

employment of any director or lby the Company.

bloyee, (and person due to begin loyment, period of continuous of the most recent increase and urrent negotiations), overtime pay, her contractual or discretionary), cluding accommodation), car and taken.

d conditions of employment and

nployee or former employee and cluding details of any grievance against any employee.

or contact between the Company Equal Opportunities Commission, cerning employees.

agreement and labour-only subduration of engagement.

or who has been given notice of is for termination).

- 9.8 Details of all employe absent from work on t arrangement pursuant
- 9.9 Details and copies of any), whether or not co
- 9.10 Details of any colled arrangements adopted and any requests, b arrangement under the Arbitration Committee those regulations.
- 9.11 Details of any life assu schemes in respect of

#### 10. **PENSIONS**

- 10.1 Details of any existing
- 10.2 Copies of scheme d amendment, member details of any enhan employees but which a
- 10.3 Copies of any annour including pension secti
- 10.4 Copy of the latest actua
- 10.5 Membership data (if a should be sufficient to amount that ought to be
- 10.6 Details of contributions
- 10.7 Confirmation that each HMRC.
- 10.8 Confirmation as to whe
- 10.9 Details of any discretio
- 10.10 The names of the curre
- 10.11 Details of any compla against the company a
- 10.12 Details of any investiga
- 10.13 Details of any designat













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y, paternity or parental leave or disability or any other reason or t to return to work.

es or policies or agreements (if

hents, including details of any under the ICE Regulations 2004, hotices which may lead to an any complaints to the Central ibunal threatened or made under

al health and accident insurance I participating members.

ension scheme(s).

(but not limited to) deeds of me booklets and circulars and h may have been promised to pension scheme documents.

ry booklets given to employees,

is being sought, then the data ry to make a good estimate of the

registered pension scheme with

tracted out.

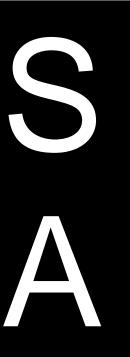
ts to the Pensions Ombudsman

he Pensions Regulator.

irrangement.

- 10.14 Details of the scheme's
- 10.15 Copies of the trustees'
- 10.16 Details of any discretio
- 11. **TAXATION**
- 11.1 Details of all periods fo
- 11.2 Details of all disputes v
- 11.3 Details of any VAT grou
- 12. **PROPERTY**
- 12.1 Details (including a pla and a copy of the exist
- 12.2 Details of any continge leasehold property forn
- 13. DATA PROTECTION
- 13.1 Copies of documents to the data subjects (fo
- 13.2 Evidence of consent Personal Data held by
- 13.3 Copies of all notification and a copy of the certification of the c
- 13.4 Copies of all data proce
- 13.5 Copies of all data subject with documents evid correspondence with the theorem of the second se
- 13.6 If personal data is tran the countries concern transfers.
- 13.7 Copies of any enforce Commissioner and of a
- 13.8 Details of any comp circumstances likely to
- 13.9 Details of any failure ( Data Protection Legisla until General Data Prot no longer directly appli

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ally for the last three years. pension schemes.

are outstanding.

is a member.

ed or occupied by the Company, asehold property.

pany may have in relation to any

n provided by the data controller nent or policies).

Subjects in relation to all the mpany.

ffice of the Information Controller

access to personal data) together oller's response (including any n Commissioner).

opean Economic Area, details of ents given to cross-border data

tion notices from the Information

ed by a data subject or any hawful processing.

nply with the requirements of the egislation" means (1) unless and ation (EU) 2016/679) ("GDPR") is PR and any national implementing laws, regulations, and the UK and subsequen

#### [14. COMPETITION

- 14.1 Provide details of the C supplied within each r share is in excess of 5
- 14.2 Provide details of the supplied or acquired b in excess of 10%.
- 14.3 If there is a regional m details of the market s regions.]

<<Date>>

**Ref:** << >>



s amended from time to time) in ch succeeds the GDPR.

by service or product produced or opean Union where such market

by service or product produced, e UK where such market share is

products in the UK please provide uct or service of the Company by