## Notice to those who may know

[<<Insert Company Name Limited

<< insert date>>

[By post/email]

Dear << insert name >>,

# Statutory Notice: Register ( Company – notice to an indiv

In accordance with Part 21A of t Significant Control Regulations 2 investigate, obtain information at cause to believe is registrable as the Legislation in relation to the Co

The Company also has the pow knows or has reasonable cause control or relevant legal entity or k

For your information, brief detail attached as an Annex to this lette correspondence.

We therefore require you to provabove], within one calendar mo concerning your knowledge of intercompany:

- whether you know the iden whether registrable or oth likely to have that knowled below that are within your being supplied with the knowled
  - [Name]
  - [Usual residential a
  - [Country, state or resident]
  - [Registered or prind
  - [Legal form of entity
  - [If applicable, any and its registration
  - [Service address if]
  - [Nationality]
  - [Date of Birth]
  - [Any other means d



### but no interest in the company

A

nt Control in relation to the D of the Companies Act 2006

and the Register of People with the Company is under a duty to e the Company has reasonable ntrol or relevant legal entity under

n from anyone who the company entity of a person with significant have that knowledge.

ion and registrable interests are ter understand the context of this

by email to the address shown notice, the following information g of the Legislation), if any, in the

egistrable person or a legal entity, ing of the Legislation, or anyone to provide any of the particulars are ersons or legal entities concerned:

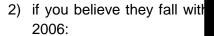
dom in which they are normally

overned]

ars (including details of the state)

or entity]; and





- [Date on which the and
- [The nature of their

You should be aware that failure disclose false information, is ar Companies Act 2006 subject to both).

Full details of your obligations can

We enclose a pro-forma reply slip promptly as possible.

We look forward to hearing from y

Yours faithfully,

For and on behalf of<sup>1</sup>:

<<Insert Company Name Limited>

S

erson in relation to the Company];

on 790D(6) of the Companies Act

ny as defined in the Legislation].

ion required by this notice, or to aph 13 of Schedule 1B to the rears imprisonment, or a fine (or

v.uk website.

assist you in responding to us as



<sup>1</sup> This must be signed by a director or secretary of t

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# S

# Brief overview of the Legislati

The below is a brief summary of people with significant control. Thi sent you and is for information or such. If in doubt you should contain

Further information is available at

- The Small Business, Enter reformed UK company la SBEE into the Companie companies (& LLPs) to control over them. This aid companies as well as tack
- The statutory PSC registe control a company are ider
- Broadly the only exempt c Stock Exchange (and AIM and transparency rules.

The **new requirements** require co

- Keep a PSC register;
- Take reasonable steps to register;
- Record the PSC's details a
- Make the register available
- From 30th June 2016, prov

Even if a company has no intereregister. Criminal sanctions apply

### **Identifying PSCs**

A PSC is an individual who satisfie

- directly or indirectly holds r
- directly or indirectly holds r
- directly or indirectly holds directors of the company;
- has the right to exercise, the company; or

# people with significant control

ing to the keeping of a register of u in replying to the notice we have ce and should not be relied on as able to advise you.

ct 2015 ("SBEE") has materially nificant changes inserted by the different from 6<sup>th</sup> April 2016, for all UK ion about people with significant ency about the ownership of UK / laundering.

dividuals who ultimately own and holdings made public.

their shares listed on the London ir own stringent set of disclosure

lould be registered on the PSC

o date;

d

Companies House.

is dormant), it must still keep a

nditions:

res in the company;

ing rights in the company;

emove a majority of the board of

gnificant influence or control over

 has the right to exercise, the activities of a trust or fi the first four tests in relatio

The Government has provided swhich can be accessed at <a href="https://www.gc">www.gc</a>

The provisions also recognise the with control, if such legal entity we relation to the company if it we disclosure requirements, it must be

# Why are we sending you this no

A company must take reasonal registrable legal entities ("RLEs"), the company knows or has reas include giving notices requesting reasonable cause to believe know have that knowledge.

PSCs/RLEs are also under an ol and keep the company up to date.

Failure to comply with such duties

gnificant influence or control over ty which would itself satisfy any of e an individual.

he meaning of significant control

ntities (as opposed to individuals) of the conditions listed above in legal entity is subject to its own y's PSC register.

d confirm registrable PSCs and be to any registrable PSC or RLE to be registrable. This can also who the company knows or has /RLE or knows someone likely to

otify the company of their status

