

Company Number

Form AR7

# ANNUAL RETURN OF A COMPANY NOT HAVING SHARE CAPITAL OR LIMITED BY GUARANTEE AND HAVING A SHARE CAPITAL

Pursuant to Section 108 and 340A of the Companies Act 1931 (as amended)

**Please complete legibly in black type, or bold block lettering**

Annual Return of:

**\*Delete if inappropriate**

Made up to:  
*return date*

Day:	Month:	Year:
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*(hereinafter called 'the date of this return')(being the company's*

The registered office is as follows:

Total amount of indebtedness of the company in respect of all mortgages and charges of the kind which are required to be registered with the Department of Economic Development:

£

The company is:

Tick if appropriate

(a) a charity, as defined by the Companies (Fees and Duties) Order 2013 (SD242/13) and claims relief from payment of the annual return fee.

or

(b) an excepted company, as defined by the Companies (Fees and Duties) Order 2013 (SD242/13) and pays the reduced annual return fee of £95.

See Note 1

Please note, late filing fees are payable by every company, even those companies which claim exception from, or payment of the reduced annual return fee, if the annual return is delivered outside of the prescribed filing period.

### Copy of the last audited balance sheet of the company

This return must be accompanied by a copy of the last balance sheet if the company is (a) a public company, (b) a subsidiary of a public company incorporated in the Isle of Man, or (c) a company which has answered NO to the stakeholder question (a) or (b) on page 2. The balance sheet must be a written copy, certified by a director or by the manager or secretary of the company to be a true copy of the last balance sheet which has been audited by the company's auditors (including every document required by law to be annexed thereto) together with a copy of the report of the auditors thereon (certified as aforesaid) and if any such balance sheet is in a foreign language there must also be annexed to it a translation thereof in English certified in the prescribed manner to be a correct translation. If the said last balance sheet did not comply with the requirements of the law as in force at the date of the audit with respect to the form of balance sheet there must be made such additions to and corrections in the said copy as would have been required to be made in the said balance sheet in order to make it comply with the said requirements, and the fact that the said copy has been so amended must be stated thereon.

Presented by:

Official use only:

<input type="text"/>	<input type="text"/>
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**Stakeholder**

Has the company been a stakeholder as defined in section 20 of the Timeshare Act 1996 at any time since the last annual return (or incorporation if this is the first annual return)? YES/NO

If the answer to the last question is YES and the company is a company limited by shares:

(a) Has the company issued shares fully paid up in cash of the minimum nominal value required by section 109(3B)(a) of the Companies Act 1931? YES/NO

(b) Does the company hold indemnity insurance, for such sum and in respect of such liabilities as are specified in section 109 (3B)(b) of the Companies Act 1931? YES/NO

**Note 1**

The following are the definitions contained in the Companies (Fees and Duties) Order 2013 (SD 0242/13):

“charity” means a company which on its return date is registered as a charity under the Charities Registration Act 1989, or a company that is a wholly owned subsidiary of a charity; “Class 4 licenceholder” means a person who holds a licence issued under section 7 of the Financial Services Act 2008 which permits that person to undertake Class 4 regulated activities – corporate services;

“excepted” means a company that is either –

- (a) a qualifying members’ club; or
- (b) a property management company;

“property management company” means a non-profit making, non-trading company whose sole purpose is to receive regular payments from occupants of a residential property which are used by that company solely for its administration and management, repair and maintenance of the common parts of that property;

“qualifying members’ club” means a club or association –

- (a) which is constituted as a company limited by guarantee and not having a share capital;
- (b) which is established for encourage the educational, recreational, social, sporting or other non-commercial interests of its members;
- (c) membership of which is based primarily upon payment of an annual subscription;
- (d) such that any surplus receipts of income over expenditure arising in any accounting period must be used exclusively for the continuance or improvement of the club or association and the service it provides to its members; and
- (e) where the majority of the activities of the club or association are based in the Isle of Man;

If you would like to be notified about any future changes affecting the Companies Registry, please add your e-mail address .....

**Declaration regarding preparation of accounting statements and maintenance of accounting records****Please complete Parts 1 and 2**

1. The Company:
- (a) has caused its financial statements to be properly prepared in accordance with the applicable Companies Acts for the financial period ended \_\_\_\_\_<sup>1</sup>; <sup>2</sup>
- or**
- (b) was incorporated on \_\_\_\_\_<sup>1</sup> and is not yet required by the applicable Companies Acts to prepare its first set of financial statements; <sup>2</sup>
- or**
- (c) has not yet prepared financial statements in accordance with the applicable Companies Acts.<sup>2</sup>
2. The company [*has*]<sup>2</sup> / [*has not*]<sup>2</sup> kept accounting records since [*the date referred to in (a) above*]<sup>2</sup> / [*the date of its incorporation*]<sup>2</sup>, which are sufficient both to show and explain the company's transactions and to disclose within a reasonable time and with reasonable accuracy the company's financial position at any time.

<sup>1</sup> Please insert the relevant date

<sup>2</sup> Please delete this if it does not apply to the company.

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Particulars of the directors (a) of			Limited, at the date of this return	
Name (Full name required)	Previous Name(s)	Nationality (& nationality of origin if different)	Occupation (b)	Usual residential address

Particulars of the person(s) who is secretary (c) at the date of this return				

(a) 'Director' includes any person who occupies the position of a Director by whatever name called, and any person in accordance with whose directions or instructions the Directors of a Company are accustomed to act.  
 (b) In the case of an individual who has no business occupation but holds any other directorship or directorships particulars of that directorship or of some one of those directorships must be entered.  
 (c) In the case of a Corporation its Corporate Name and Registered or Principal Office should be shown.

**Certificate to be given by a private company** - I certify that the Company has not since the date of the last Annual Return, issued any invitation to the public to subscribe for any Shares or Debentures of the Company. **(Delete if not appropriate)**

Signature \_\_\_\_\_ Print Full Name \_\_\_\_\_

State Whether Director or Secretary \_\_\_\_\_ Date \_\_\_\_\_

**Please complete this page if the Beneficial Ownership Act 2017 applies to the legal entity.**

**Beneficial Ownership Act 2017**

**Statement of Compliance – (Note 1):**

I confirm that -

Tick to confirm

- |    |  |                          |
|----|--|--------------------------|
| 1. | The legal entity and the nominated officer have each complied with their respective obligations under the Beneficial Ownership Act 2017; | <input type="checkbox"/> |
| 2. | The required details in respect of any registrable beneficial owner(s) have been submitted to the Department; and                        | <input type="checkbox"/> |
| 3. | All information submitted for entry on the Database is up to date and correct; and   | <input type="checkbox"/> |
| 4. | Is countersigned by the nominated officer/CSP to evidence their agreement with the statement.  | <input type="checkbox"/> |

Signed as evidence of my agreement with the above statement:

Signature \_\_\_\_\_ *Print Full Name* \_\_\_\_\_  
 Nominated officer of the Company for the purposes of the Beneficial Ownership Act 2017 (Note 2).

Address .....  
 .....  
 .....  
 .....  
 ..... (Note 3).

**NOTES**

1. The Statement of Compliance must be completed in full for all legal entities to which the Act applies or the annual return cannot be accepted for registration.
2. Any references in this document to a "nominated officer" include, in the case of a legal entity which is exempt from the requirement to have a nominated officer, the person authorised by an Order made by Treasury under section 6(8) of the Beneficial Ownership Act 2017, to undertake on behalf of that entity, any role or responsibility for which a nominated officer is responsible under the Act.
3. In the case of a nominated officer who is a natural person, the officer's name and home address in the Island must be listed. In all other cases, the officer's corporate or firm name and registered office or place of business address in the Island must be listed.
4. For instances where an annual return is filed late, and the nominated officer has changed since the annual return date, the statement of compliance must be made by the current nominated officer as at the date of filing and their particulars listed.

**Please only complete this if the Beneficial Ownership Act 2017 does not apply to the legal entity.**

**Where the Beneficial Ownership Act 2017 does not apply to a legal entity please complete the following confirmation statement (Note 1).**

The Beneficial Ownership Act 2017 does not apply to this legal entity because –

- The Company is listed on a stock or investment exchange recognised by the Treasury (Note 2);
- The Company is a wholly owned subsidiary of a legal entity listed on a stock or investment exchange recognised by Treasury, where the disclosure obligations on the legal entity include beneficial ownership information in respect of the entity and its subsidiaries;
- The company is one to which an Order made by the Treasury under section 5(4) of the Beneficial Ownership Act 2017 applies (Note 3). The Order is:

.....  
.....

and I confirm that the Order applies to the Company.

**NOTES**

1. Section 5(2) of the Beneficial Ownership Act 2017 lists the entities to which that Act does not apply.
2. Section 5(3) of that Act specifies that "an exchange is "recognised" if its name or another suitable description of it is published by the Treasury in such manner as the Treasury determines".
3. Section 5(4) of the Beneficial Ownership Act 2017 allows the Treasury to amend the list of entities in section 5(2) to which that Act does not apply. If the Treasury has added to the list, details of the relevant Order and confirmation that the Order applies to the Company should be included.

Signature \_\_\_\_\_ Director/Secretary/Authorised Signatory