**THE COMPANIES ACT 2006**

**Annual RetuRN**

Pursuant to Section 85

|  |  |
| --- | --- |
| **Company Name**  (full name of the company, including any suffix) |  |

|  |  |
| --- | --- |
| **Return Date:**  (Note 1) |  |

The company is: Tick if appropriate

1. a charity, as defined by the Companies (Fees and Duties) Order 2013 (SD 243/13) 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 (SD 243/13) and pays the reduced annual return fee of £95.



See Note 2

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.

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| --- | --- | --- |
| Registered Office Address:  (Note 3) |  | |
| Post Code: |  |

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| --- | --- |
| **Presented By:**  (Note 4) | **For Official Use only:** |

**The Registrar of Companies has no duty to verify the contents of this form or that the Memorandum & Articles of the company provide authority with respect to the matters contained in this form.**

|  |  |  |
| --- | --- | --- |
| Registered Agent:  (Note 5) | Name: |  |
| Address: |  |
| Post Code: |  |

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| --- | --- | --- |
| List of Directors at the Return Date and of any changes since the last Return Date, or the date of incorporation or first registration under the Act, whichever is the later: | | |
| Name: | Usual Business or Residential Address: | Details and Date of Change:  (Note 6) |
|  |  |  |
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|  |  |  |
|  |  |  |

A continuation sheet is attached - yes/no

**ACCOUNTS DECLARATION**

I confirm the company is keeping reliable accounting records which:

(a) correctly explain the transactions of the company; and

(b) enable the financial position of the company to be determined with reasonable accuracy at any time; and

(c) allow financial statements to be prepared.

Please delete this if it does not apply

**Notes**

Note 1 The annual return must be made up to the company’s return date. The company’s return date means the anniversary of the company’s incorporation. If the company has continued into the Isle of Man in under Section 162(3) its annual return date will be the anniversary of its date of incorporation in its original place of incorporation and NOT its date of continuation under the Companies Act 2006.

If the company has re-registered under the provisions of Section 148, the company’s annual return date will be the anniversary of its date of incorporation under the Companies Acts 1931-2004 and NOT its date of re-registration under the Companies Act 2006.

Note 2 The following are the definitions contained in the Companies (Fees and Duties) Order 2010 SD 0029/10:

“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;

“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;

Note 3 The registered office of the company must be in the Isle of Man.

Note 4 The annual return must be presented by the company’s registered agent.

Note 5 the registered agent must hold a licence granted under the Fiduciary Services Acts 2000 and 2005 which does not exclude acting as registered agent.

Note 6 List of Directors at the Return Date and of any changes since the last Return Date, or the date of incorporation

or first registration under the Act, whichever is the later.

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| --- | --- |
| **Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Full Name of Signatory:**  **(Print Name)**  **Position / Status** | I declare that to the best of my knowledge and belief, the information contained on this form is accurate and complete.  **Signed on behalf of the company by:**  **(Authorised Signatory)** |

Continuation sheet for Directors page of

|  |  |  |
| --- | --- | --- |
| List of Directors at the Return Date and of any changes since the last Return Date, or the date of incorporation or first registration under the Act, whichever is the later: | | |
| Name: | Usual Business or Residential Address: | Details and Date of Change:  (Note 6) |
|  |  |  |
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***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;

2. The required details in respect of any registrable beneficial owner(s) have been submitted to the Department; and

3. All information submitted for entry on the Database is up to date and correct; and

4. Is countersigned by the nominated officer/CSP to evidence their agreement with the statement.

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 ……………………………………………………..

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…………………………………………………….. (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**” i**f 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