

# AR01 2015

## Annual Return



Companies House

100003 / 40



Go online to file this information  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

A fee is payable with this  
Please see 'How to pay' on the  
last page

☒ What this form is for  
You may use this form to confirm  
that the company information is  
correct as at the date of this return  
You must file an Annual Return at  
least once every year

☒ What this form is NOT for  
You cannot use this form to give  
notice of changes to the company  
officers, registered office address,  
company type or information  
relating to the company records



\*A4YF18DV\*

A08

12/01/2016

#111

COMPANIES HOUSE

### Part 1

### Company details

The section must be completed by all companies

#### → Filling in this form

Please complete in typescript or in  
bold black capitals

All fields are mandatory unless  
specified or indicated by \*

#### A1

#### Company details

Company number

8816259

Company name in full

QUOTIENT DESIGN SERVICES LTD

#### ① Company name change

If your company has recently  
changed its name, please provide  
the company name as at the date of  
this return

#### A2

#### Return date

Please give the annual return made up date. The return date must not be a future  
date. The annual return must be delivered within 28 days of the date given below

Date of this return ②

04 01 2016

#### ② Date of this return

Your company's return date  
is usually the anniversary of  
incorporation or the anniversary  
of the last annual return filed at  
Companies House. You may choose  
an earlier return date but it must not  
be a later date

#### A3

#### Principal business activity

Please show the trade classification code number(s) for the principal  
activity or activities ③

Classification code 1

71122

Classification code 2

43999

Classification code 3

Classification code 4

If you cannot determine a code, please give a brief description of your  
business activity below

Principal activity  
description

BUILDING SERVICES CONSULTING  
ENGINEERS (MECHANICAL & ELECTRICAL  
ENGINEERING)

#### ③ Principal business activity

You must provide a trade  
classification code (SIC code 2007)  
or a description of your company's  
main business in this section

A full list of the trade classification  
codes are available on our website  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

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A4

Company type<sup>①</sup>

Please confirm your company type by ticking the appropriate box below (only one box must be ticked)

- ☐ Public limited company  
☒ Private company limited by shares  
☐ Private company limited by guarantee  
☐ Private company limited by shares exempt under section 60  
☐ Private company limited by guarantee exempt under section 60  
☐ Private unlimited company with share capital  
☐ Private unlimited company without share capital

① Company type

If you are unsure of your company type, please check your latest certificate of incorporation or our website  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

A5

Registered office address<sup>②</sup>

Building name/number 260  
 Street BIRCHANGER LANE  
 BIRCHANGER  
 Post town BISHOPS STORTFORD  
 County/Region HERTS  
 Postcode CM 2 3 5 Q P.

② Change of registered office

This must agree with the address that is held on the Companies House record at the date of this return

If the registered office address has changed, you should complete form AD01 and submit it together with this annual return

A6

Single alternative inspection location (SAIL) of the company records (if applicable)<sup>③</sup>

Building name/number 260  
 Street BIRCHANGER LANE  
 BIRCHANGER  
 Post town BISHOPS STORTFORD  
 County/Region HERTS  
 Postcode CM 2 3 5 Q P

③ SAIL address

This must agree with the address that is held on the Companies House record at the date of this return

If the address has changed, you should complete form AD02 and submit it together with this annual return

A7

Location of company records<sup>④</sup>

Please tick the appropriate box to indicate which records are kept at the SAIL address in Section A6

- ☐ Register of members  
☒ Register of directors  
☐ Directors' service contracts  
☐ Directors' indemnities  
☐ Register of secretaries  
☐ Records of resolutions etc  
☐ Contracts relating to purchase of own shares  
☐ Documents relating to redemption or purchase of own share out of capital by private company  
☐ Register of debenture holders  
☐ Report to members of outcome of investigation by public company into interests in its shares  
☐ Register of interests in shares disclosed to public company  
☐ Instruments creating charges and register of charges England and Wales or Northern Ireland  
☐ Instruments creating charges and register of charges Scotland

④ Location of company records

If the company records are held at the registered office address, do not tick any of the boxes in this section

Certain records must be kept by every company while other records are only kept by certain company types where appropriate

If the records are not kept at the SAIL address, they must be available at the registered office

If any of the company records have moved from the registered office to the address in Section A6 since the last annual return, you must complete form AD03 and submit it together with this annual return

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Secretary

D1

Secretary's details <sup>①</sup>

Please use this section for individual secretaries of the company  
For a corporate secretary, complete Section B1-B4

Title*	MR.
Full forename(s)	RAYMOND JOHN
Surname	GOODING
Former name(s) <sup>②</sup>	NONE

**① Secretary appointments**

You may not use this form to appoint a secretary. To do this, please complete form AP03 and submit it together with this annual return.

**Corporate details**

Please use Section B1-B4 to enter corporate secretary details.

**Secretary details**

All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH03.

**② Former name(s)**

Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

**Continuation pages**

Please use a continuation page if you need to enter more officer details.

D2

Secretary's service address <sup>③</sup>

Building name/number	260
Street	BIRCHANGER LANE BIRCHANGER
Post town	BISHOPS STORTFORD
County/Region	HERTS
Postcode	CM 2 3 5 Q P
Country	UNITED KINGDOM.

**③ Service address**

If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

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Director

<b>E1</b>	<b>Director's details <sup>①</sup></b>	
	Please use this section to list individual directors of the company For a corporate director, complete Section C1-C4	
Title*	MR.	
Full forename(s)	RAYMOND JOHN	
Surname	GOODING	
Former name(s) <sup>②</sup>	NONE	
Country/State of residence	UNITED KINGDOM	
Nationality	BRITISH	
Month/year of birth <sup>③</sup>	XX 02 1950	
Business occupation (if any)	MECHANICAL ENGINEER.	

**① Director appointments**  
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

**Corporate details**  
Please use Section C1-C4 to enter corporate director details.

**Director details**  
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

**② Former name(s)**  
Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

**③ Month and year of birth**  
Please provide month and year only. Provide full date of birth in Part 3 only.

**Continuation pages**  
Please use a continuation page if you need to enter more officer details.

<b>E2</b>	<b>Director's service address <sup>①</sup></b>	
Building name/number	260	
Street	BIRCHANGER LANE BIRCHANGER	
Post town	BISHOPS STORTFORD	
County/Region	HERTS	
Postcode	CM23 5QP	
Country	UNITED KINGDOM.	

**① Service address**  
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

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Director

<b>E1</b>	<b>Director's details ①</b>		<p><b>① Director appointments</b> You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.</p> <p><b>Corporate details</b> Please use Section C1-C4 to enter corporate director details.</p> <p><b>Director details</b> All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.</p> <p><b>② Former name(s)</b> Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.</p> <p><b>③ Month and year of birth</b> Please provide month and year only. Provide full date of birth in Part 3 only.</p> <p><b>Continuation pages</b> Please use a continuation page if you need to enter more officer details.</p>
Please use this section to list individual directors of the company. For a corporate director, complete Section C1-C4.			
Title*	MR.		
Full forename(s)	BARRY LEONARD		
Surname	LANGLEY		
Former name(s) ②	NONE		
Country/State of residence	UNITED KINGDOM		
Nationality	BRITISH		
Month/year of birth ③	XX   1   2   1   9   5   8		
Business occupation (if any)	ELECTRICAL ENGINEER		

<b>E2</b>	<b>Director's service address ④</b>		<p><b>④ Service address</b> If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.</p> <p>This information will appear on the public record.</p>
Building name/number	7		
Street	WILHELMINA AVENUE		
Post town	COULSDON		
County/Region	SURREY		
Postcode	CR5   1   N   L		
Country	UNITED KINGDOM.		

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**Part 4 Statement of capital\***

Does your company have share capital?

- Yes Complete the sections below and the following Part 5  
→ No Go to Part 6 (Signature)

\* This should reflect the company's capital status at the made up date of this annual return

**F1 Share capital in pound sterling (£)**

Please complete the table below to show each class of shares held in pound sterling  
If all your issued capital is in sterling, only complete Section F1 and then go to Section F4

Class of shares (E g Ordinary/Preference etc )	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
ORDINARY	£ 1.00		100	£ 100.00
				£
				£
				£
Totals			100	£ 100.00

**F2 Share capital in other currencies**

Please complete the table below to show any class of shares held in other currencies  
Please complete a separate table for each currency

Currency				
Class of shares (E g Ordinary/Preference etc )	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
Totals				

Currency				
Class of shares (E g Ordinary/Preference etc )	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
Totals				

**F3 Totals**

Please give the total number of shares and total aggregate nominal value of issued share capital

Total number of shares ONE HUNDRED

Total aggregate nominal value ⑤ £100 (ONE HUNDRED POUNDS)

⑤ Total aggregate nominal value  
Please list total aggregate values in different currencies separately For example £100 + €100 + \$10 etc

② Including both the nominal value and any share premium

③ Number of shares issued multiplied by nominal value of each share

**Continuation Pages**  
Please use a Statement of Capital continuation page if necessary

④ Total number of issued shares in this class

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F4

Statement of capital (Voting rights)

Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in Sections F1 and F2

Class of share

ORDINARY

Voting rights

R. J. GOODING 50 SHARES  
B. L. LANGLEY 50 SHARES.

Class of share

Voting rights

Class of share

Voting rights

Class of share

Voting rights

## Part 5 Shareholders

Does your company have share capital?

- Yes go to Section G1 'Companies with share capital'  
→ No Go to Part 6 (Signature)

### G1 Companies with share capital

Question 1

Were any of the company's shares admitted to trading on a market at any time during this return period? Please tick the appropriate box below ❶

- ☒ No go to Section G2 'Past and present shareholders'  
☐ Yes go to Question 2

Question 2

Please only refer to Question 2 below if you have answered 'Yes' to Question 1. If you answered 'No', please go to Section G2 'Past and present shareholders'

Did the company, throughout the return period, have any shares admitted to trading on a relevant market and was it, throughout the return period, an issuer to which DTR5 applies? Please tick the appropriate box below ❷

- ☐ No go to Section G4 'Shareholders who hold at least 5% of any class of shares of the company as at the made up date of the return'  
☐ Yes go to Part 6 'Signature'

❶ A market is one established under the rules of a UK recognised investment exchange or any other regulated markets in or outside of the UK, or any other market outside of the UK. The current UK recognized investment exchanges and regulated markets can be found at [www.fsa.gov.uk/register/exchanges.do](http://www.fsa.gov.uk/register/exchanges.do)

❷ DTR5 refers to the Vote Holder and Issuer Notification Rules contained in Chapter 5 of the Disclosure and Transparency Rules source book issued by the Financial Services Authority. Notification is required when the percentage acquisition of a shareholder in the company has reached a certain threshold (starting at 3%)

### G2 List of past and present shareholders ❸

The company is required to provide a full list of past and present shareholders if one was not included with either of the last two returns. Please tick the appropriate box below

- ☒ There were no shareholder changes in this period. Go to Part 6 (Signature)  
☐ A full list of shareholders is enclosed  
☐ A list of shareholder changes is enclosed

How is the list of shareholders enclosed? Please tick the appropriate box below

- ☐ The list of shareholders is enclosed on paper. Go to Section G3 'List of past and present shareholders'  
☐ The list of shareholders is enclosed in another format. Go to Part 6 (Signature)

❸ This section only applies to companies answering 'No' in Section G1

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G3

List of past and present shareholders<sup>1</sup>

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

<sup>1</sup> Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

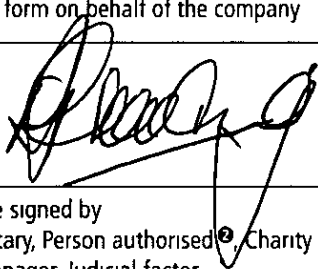
Further shareholders

Please use a 'List of past and present shareholders' continuation page if necessary

This section only applies to companies answering 'No' to Question 1 in Section G1

Shareholder's Name (Address not required)	Class of share	Shares or stock currently held		Shares or stock transferred (if appropriate)	
		Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer	
R. J. GOODING	ORDINARY	50		/ /	
B. L. LAUGLEY	ORDINARY	50		/ /	
				/ /	
				/ /	
				/ /	
				/ /	
				/ /	
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## Part 6 Signature

	This must be completed by all companies		
	I am signing this form on behalf of the company		
Signature	<div>Signature X</div> 	<div>X</div>	<p><b>❶ Societas Europaea</b> If the form is being filed on behalf of a Societas Europaea (SE) please delete 'director' and insert details of which organ of the SE the person signing has membership</p> <p><b>❷ Person authorised</b> Under either section 270 or 274 of the Companies Act 2006</p>
	This form may be signed by Director <b>❶</b> , Secretary, Person authorised <b>❷</b> , Charity commission receiver and manager, CIC manager, Judicial factor		



Do not cover this barcode



### Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record

Contact name	R.J. GOODING.
Company name	QUOTIENT DESIGN SERVICES LTD.
Address	260 BIRCHANGER LANE BIRCHANGER
Post town	BISHOPS STORTFORD
County/Region	HERTS
Postcode	CM23 5QP
Country	UNITED KINGDOM
DX	
Telephone	0844 880 6786.



### Checklist

We may return forms completed incorrectly or with information missing

Please make sure you have remembered the following

- ☐ The company name and number match the information held on the public Register
- ☐ You have completed your principal business activity
- ☐ You have not used this form to make changes to the registered office address
- ☐ You have not used this form to make changes to secretary and director details
- ☐ You have provided the full date of birth for all individual directors in Part 3
- ☐ You have fully completed the Statement of capital (if applicable)
- ☐ You have signed the form
- ☐ You have enclosed the correct fee



### Important information

Please note that all information on this form will appear on the public record



### How to pay

A fee of £40 is payable to Companies House in respect of a paper Annual Return

Make cheques or postal orders payable to 'Companies House'



### Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below

For companies registered in England and Wales  
The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ  
DX 33050 Cardiff

For companies registered in Scotland  
The Registrar of Companies, Companies House,  
Fourth floor, Edinburgh Quay 2,  
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF  
DX ED235 Edinburgh 1  
or LP - 4 Edinburgh 2 (Legal Post)

For companies registered in Northern Ireland  
The Registrar of Companies, Companies House,  
Second Floor, The Linenhall, 32-38 Linenhall Street,  
Belfast, Northern Ireland, BT2 8BG  
DX 481 N R Belfast 1



### Further information

For further information, please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)