

Shareholder Agreement

WillPack



Working in Partnership With You

Shareholder Agreement – Instruction Form

To help us to structure your agreement correctly, please answer the following questions. If you require help completing this form please email <u>info@willpack.co.uk</u>			
1)	What is the full name of the Company?		
2)	Please state the Company Incorporation Number:		
3)	Please state the Date of Incorporation:		
	Date Month Year		
(F	Please enclose a copy of your Certificate of Incorporation)		
4)	What is the full Registered Office address of the Company?		
	Postcode		
5)	What is the Accounting Reference Date for the Company?		
	Date Month Year		
6)	What is the Company's Authorised Share Capital?		
	No. of sharesshares of£eachEnter value per share		

(NB: If there are multiple share classes please detail on a separate sheet)

7) Please provide full names, addresses and current share allocation for all Shareholders below: (continue on a separate sheet if necessary)

Title:	
First Name:	
Last Name:	
No. of Shares:	
Address:	
Postcode:	

Title:	
First Name:	
Last Name:	
No. of Shares:	
Address:	
Postcode:	

Title:	Title:	
First Name:	First Name:	
Last Name:	 Last Name:	
No. of Shares:	 No. of Shares:	
Address:	 Address:	
Postcode:	Postcode:	

- 8) Please provide the full name of the Company Secretary (if applicable):
- 9) Please provide full names of all Directors and their responsibilities:

10) Please provide the full name of the Appointed Chairman (if applicable)

11) Should the Chairman have a casting vote?

Yes:

No:

12) Who are the Company's Accountants / Auditors?

	Name:		
	Address:		
		Postcode	·····
)	Who are the Company's Bar	kers?	
	Name:		
	Address:		
		· · · · · · · · · · · · · · · · · · ·	
		Postcode	
	Do you require any specific o signatories, cheque signing l		ictions (e.g. named
Plea	Yes: No: No:		
)	Please specify any amounts shareholders must give appr respect of:		
	a. Borrowing	£	
		6	1

- b. Legal Proceedings
- c. Capital Expenditure

£	
£	
£	

16) Is it to be assumed that full rights of pre-emption for share transfers are to be included?

Yes:	No: Please specify exceptions below

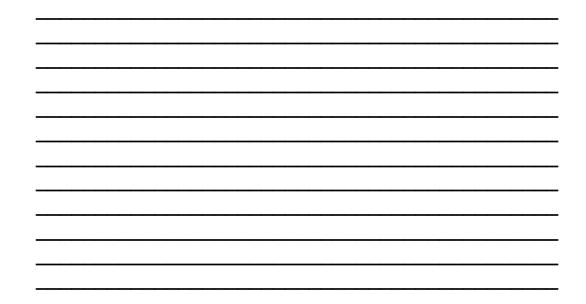
17) Is a cross option agreement clause required to allow other shareholders the option to purchase shares from the estate of a deceased shareholder?

Yes: No:

18) If the agreement is not intended to run indefinitely please specify the expiry date below:

Date	Month	Year

19) Please specify below any other requirements, not covered elsewhere in the questionnaire (complete on a separate sheet if necessary).



Once completed this form should be returned to us along with copies of the Articles of Association, Memorandum of Association and a copy of the Certificate of Incorporation

WillPack

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