

ANNEX F

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INFORMATION AVAILABLE FROM COMPANIES HOUSE

For general information on company registration and similar topics visit the Companies House Web site www.companieshouse.gov.uk

Companies House have produced the guidance booklets for companies, which may be seen on their web site or obtained by telephoning 0870 3333635 or writing to: Companies House, Crown Way, Cardiff CF14 3UZ or Fax 029 2038 0900. The website address is:

<http://www.companieshouse.gov.uk/about/guidancenew.shtml>

Guidance booklets

Incorporation and names	GP1
Life of a company – Part 1 annual requirements	GP2
Life of a company – Part 2 Event Driven Requirements	GP3
Strike off, dissolution & restoration	GP4
Late Filing Penalties	GP5
Registrar's Rules and Powers	GP6
Restricting disclosure of your address	GP7

These booklets are a guide only and should be read with the relevant legislation and where necessary professional advice should be obtained.

INFORMATION AVAILABLE FROM COMPANIES REGISTRY NORTHERN IRELAND

For general information on company registration and similar topics visit the [Companies Registry Northern Ireland website](#). The Registry has produced the following guidance booklets:

- NIF 1 - Company Formation
- NIF 2 - Company Names
- NIF 3 - Business Names

ADMINISTRATION AND MANAGEMENT

- NIA 4 - Directors and Secretaries
- NIA 5 - Annual Return
- NIA 6 - Accounts and Accounting Reference Dates
- NIA 7 - Auditors
- NIA 8 - Late filing penalties
- NIA 9 - Share Capital
- NIA 10 - Resolutions companies
- NIA 11 - Company Chargers and Mortgages
- NIA 12 - Flat Management
- NIA 13 - Dormant Companies

WINDING UP

- NIW 14 - Liquidation and Insolvency
- NIW 15 - Notes on Strike Off

OTHER LEGISLATION

- NIO 16 - Companies Incorporated Outside Northern Ireland
- NIO 17 - Limited Partnership
- NIO 18 - Newspapers Libel Registration Act
- NIO 19 - European Economic Interest Grouping

INFORMATION AVAILABLE FROM INSOLVENCY SERVICE

For general information on liquidation and insolvency and similar topics visit the Insolvency Service Website www.insolvency.gov.uk

The Insolvency Service has produced the following guidance booklet which may be seen on their web site or obtained by telephoning 0845 602 9848 or writing to: The Insolvency Service, 21 Bloomsbury Street, London, WC1B 3QW or by e-mail to central.enquiryline@insolvency.gsi.gov.uk

A Guide for Directors - Information about insolvency procedures.

<http://www.insolvency.gov.uk/guidanceleaflets/Guides.htm>

This is a guide only and should be read with the relevant legislation and where necessary professional advice should be obtained.