

## **Company Secretary Version Update - Sample Feature List.**

- 1) The new "Company Snapshot Report" gives a short summary page of the company's current status, officers, shareholders etc.
  
- 2) We have added the facility to appoint and resign members in a company which is Limited by Guarantee.
  
- 3) There is an alert when you open the system which shows upcoming Bonds due to expire.
  
- 4) You can now sort your companies list and individuals list by name, ARD, code, etc.
  
- 5) You can create Memoranda and Articles of Association from a template within each company.
  
- 6) The new share transaction 'Redesignate' allows you to change a shareholders shareholdings, without affecting other shareholders.
  
- 7) The Register of Directors' Interests in Securities has been enhanced to take account of other companies in the same group structure.
  
- 8) Incorporation events are now allowed for non-client companies. This is to allow a CRODisk incorporation be carried out without the need for each company to take up a company licence.
  
- 9) You can now create multiple B10 forms with the click of a button. This is particularly useful in the case that an officer changes address - you can quickly create B10 forms for all the companies in which they are an officer.
  
- 10) Improved integration with Drive.