

## COMPANY INCORPORATION: "IT DOCX"

### INTRODUCTION

This incorporation document certifies the establishment of "IT Docx" under the provisions of the Companies Act 2006 and other applicable legislation in the United Kingdom. This document is intended to govern the formation, management, and operation of "IT Docx".

### DEFINITIONS

1. "Company" refers to IT Docx, a company incorporated under the laws of the United Kingdom.
2. "Director" means any person appointed to manage the affairs of the Company.
3. "Member" refers to an individual who has agreed to become a member of the Company and whose name is entered in the register of members.
4. "Registrar" means the Registrar of Companies for England and Wales.

### CERTIFICATE OF INCORPORATION

The Company named IT Docx is hereby incorporated under the Companies Act 2006 with Limited liability. The registered office of the Company is situated in England and Wales. This Certificate serves as conclusive evidence that all requirements of the Companies Act 2006 concerning registration have been complied with.

### ARTICLES OF ASSOCIATION

1. The Company's operations shall be managed by the Directors who may exercise all the powers of the Company, subject to the provisions of the Companies Act 2006, the Company's articles of association, and any resolution passed at a general meeting.
2. The Company may exercise the following powers: to issue shares, to grant options over shares, and to issue debentures.
3. The liability of the Members is limited to the amount, if any, unpaid on the shares held by them.

### SHARE CAPITAL

The Company's authorized share capital shall be defined in the articles of association and may be altered by a special resolution of the Members.

### DIRECTORS' RESPONSIBILITIES

1. Directors are responsible for keeping accurate financial records that reflect the financial position of the Company.
2. Directors must act in accordance with the Company's articles of association and the law, and they must declare any personal interest in proposed transactions or arrangements with the Company.

### MEMBERS

The details of the founding Members of the Company along with their contributed share capital will be recorded in the Company's register of members.

## GENERAL MEETINGS

1. The Company shall hold a general meeting as its annual general meeting at least once every calendar year and shall specify the meeting as such in the notices calling it.
2. The Directors may call general meetings and, on the requisition of Members pursuant to the provisions of the Companies Act 2006, shall forthwith proceed to convene a general meeting for a date not later than 28 days from the date of the requisition.

## DISCLAIMERS

The Directors and Members acknowledge that this incorporation document is drafted in compliance with current UK legislation. All parties commit to operate in full compliance with all applicable laws and to update this document as necessary to reflect any statutory or regulatory changes.

## SIGNATURES

This document has been executed as a deed on [Date], by the following parties:

[Signature of Director]

Name:

Position:

[Signature of Member]

Name:

[Registrar's signature and seal]

Name:

Position:

This company incorporation document is subject to correction and adjustment based on further legal advice and is intended solely for use within the United Kingdom. Any disputes related to this document or the operations of the Company will be subject to the jurisdiction of the United Kingdom courts. DOCUMENT TITLE: INCORPORATION OF COMPANY

COMPANY NAME: IT DOCX

## PART 1: INTRODUCTION

This document certifies the incorporation of IT Docx pursuant to the provisions of the Companies Act 2006. It sets out the terms and conditions under which the company is incorporated and outlines the responsibilities and obligations of the directors and shareholders.

## PART 2: DEFINITIONS

"Act" refers to the Companies Act 2006, as amended.

"Company" means IT Docx, a company incorporated and registered under the laws of the United Kingdom.

"Directors" mean the appointed individuals responsible for managing the affairs of the Company in accordance with the Act.

"Shareholders" mean the holders of the shares issued by the Company.

"Registered Office" refers to the official address of the Company where all communications and notices may be sent.

"Memorandum of Association" refers to the document that regulates the company's external activities and is one of the documents required for the incorporation of the company.

"Articles of Association" refers to the document that specifies the regulations for a company's operations and defines the company's purpose.

### PART 3: CERTIFICATE OF INCORPORATION

This document acknowledges that IT Docx is incorporated as a private company limited by shares pursuant to the Companies Act 2006. The date of incorporation is [Insert Date of Incorporation].

The Company registration number is [Insert Company Registration Number].

### PART 4: TERMS & CONDITIONS

#### 4.1 Incorporation

The Company is incorporated as a private company, and its liabilities are limited by shares.

#### 4.2 Capacity and Powers

The Company shall possess all the powers of a natural person and all the powers conferred by law necessary to carry out its business activities, subject to the provisions of the Act and other applicable laws and regulations.

#### 4.3 Shares and Share Capital

The shares of the Company are to be allotted according to the decisions made by the Directors in compliance with the Act and the Articles of Association.

#### 4.4 Governing Law

This Certificate of Incorporation and all matters arising from it are governed by and construed in accordance with the laws of England and Wales.

## PART 5: RESPONSIBILITIES

### 5.1 Directors' Duties and Responsibilities

The Directors are responsible for managing the business affairs of the Company in good faith and in the best interests of the Company, complying with all statutory duties as set out in the Act.

### 5.2 Shareholders' Rights and Obligations

Shareholders have the right to receive dividends as declared by the Directors, attend general meetings, and vote on significant matters affecting the Company.

## PART 6: SIGNATURES

This Certificate of Incorporation is signed on behalf of the Company by the following Director(s) and is attested by the signature of the Company Secretary.

Director:

[Insert Director's Name and Signature]

Company Secretary:

[Insert Company Secretary's Name and Signature]

## PART 7: DISCLAIMERS

This document is prepared in accordance with the Companies Act 2006 and reflects the current laws and practices as at the date of incorporation. The Company and its officers are advised to periodically review their statutory obligations and compliance under UK law.

This Certificate of Incorporation does not in itself confer any rights or obligations beyond those conferred by statutory or common law.