

# David Venus & Company

## Practice Note

### Company Websites - Essential Information

Companies must show the same statutory information on their websites as they already do on business letters including:

- The company's name;
- Registration number;
- Place of registration;
- Registered office address;
- If exempt from using the word 'limited' as part of its name, disclosure that it is a limited company;
- If it is a community interest company, disclosure of this fact; and
- If there is a reference to share capital, it must be a reference to paid-up share capital (Companies (Trading Disclosures) Regulations 2008 ("The Regulations")).



Whilst many companies choose to disclose the required information under the 'Legal Information' tab on their websites, the Regulations do not stipulate the format of the information beyond the requirement for characters to be legible, nor do they state anything about where the information should be displayed. There is no requirement for the information to appear on every page.

Failure to comply with these disclosure requirements without reasonable excuse will result in an offence being committed by the company and every officer of the company who is in default. The company may also be liable for a fine, of which the current maximum is £1,000.

Additional information which must be included on websites for quoted and traded companies under the Companies Act 2006 includes:

- Results of a poll for a quoted company;
- Information, as prescribed under S311A of the Companies Act 2006, in advance of a general meeting for traded companies including details of the matters set out in the notice, numbers of shares and total voting rights and any statements of resolutions with regard to that meeting;
- Where an independent assessor has been appointed for a poll, details of the appointment, relevant resolution and a copy of the independent assessor's report;
- A statement, where requested by the members, setting out any matter relating to an audit of the company's accounts or any circumstances relating to the company's auditor; and
- Annual reports and accounts for quoted companies.

Code provision D.2.2. of the Combined Code also states that after a vote is taken at a general meeting information should be made available as soon as possible about the number of shares in respect of which proxy appointments have been validly made; the number of votes for and against the resolution; and the number of shares in respect of which the vote was directed to be withheld for each resolution.

Rule 26 of the AIM Rules details further information and documents which must be included on the websites of an AIM listed company. The information should be easily accessible and a statement should be included that the information is being disclosed for the purposes of Rule 26.

If you have any questions or require further information in relation to the requirements of your Company's website please contact Chloe Kerr-Peterson by email ([chloe.kerrpeterson@davidvenus.com](mailto:chloe.kerrpeterson@davidvenus.com)) or by telephone on 01372 465330.

February 2010

DAVID VENUS & COMPANY, THAMES HOUSE, PORTSMOUTH ROAD, ESHER, SURREY KT10 9AD.  
TEL 01372 465330 FAX 01372 463620 DX 36318 ESHER  
[info@davidvenus.com](mailto:info@davidvenus.com) [www.davidvenus.com](http://www.davidvenus.com)

Registered in England and Wales No: 6351754 Registered Office: Thames House, Portsmouth Road, Esher, Surrey, KT10 9AD.

To unsubscribe for our mailings please click this [link](#)

David Venus & Company Limited is a subsidiary of Equiniti Limited, part of the Equiniti group of companies whose registered offices are Aspect House, Spencer Road, Lancing, West Sussex, BN99 6DA.  
Tel: 0845 607 6838.