



Company Formation & Secretarial Services

Miller Samuel offer professional company formation and secretarial services tailored to your individual needs. Our friendly and approachable team will ensure that you can start trading as quickly as possible with the minimum of fuss and can help you comply with statutory requirements on an ongoing basis.

Our approach is simple. There are no confusing options to choose from – all of our clients get our best service at one cost effective price. For more information contact one of our team.

Elsbeth Curle, Partner	0141 227 6010	ec@millersamuel.co.uk
Fiona Gray, Solicitor	0141 227 6066	fg@millersamuel.co.uk
Angela Gray, Support	0141 221 1919	angelag@millersamuel.co.uk

Company Formation Service

£200 plus vat and outlays^{up to £85}

Our team can help you select the corporate vehicle most suitable for your needs. We can electronically incorporate a tailor made company to meet your requirements. Our service includes:

- *Company name check;*
- *Certificate of incorporation;*
- *4 Bound copies of the Memorandum and Articles of Association;*
- *Share certificates for each shareholder;*
- *Looseleaf statutory register, duly completed; and*
- *First board minute.*

Company Secretarial Service

£175 plus vat and outlays^{up to £30}

Our comprehensive service lets you spend more time running your business and less on administration, giving you peace of mind that you are complying with statutory requirements. Our service includes:

- *Appointment of Miller Samuel Company Secretaries Limited as secretary (if required);*
- *Provision of 5 Renfield Street, Glasgow as registered office address;*
- *Forwarding of official mail;*
- *Storage and maintenance of statutory registers; and*
- *Preparation and filing of annual return.*

Miller Samuel can also help with your individual and business legal requirements across our core service areas of commercial property, corporate, employment, litigation, personal injury, private client and residential property.