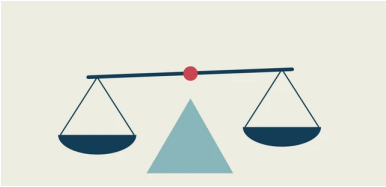
Company limited by *guarantee coordination*



We organise one membership and director intake pack for the specialist handling the incorporation.

Who it helps

UK founders and overseas owners

The problem to solve

A guarantee company depends on clear member and director information before a specialist can prepare the filing.

Working through the brief

1. **Confirm the intended structure**

   Gather the agreed inputs. The proposed entity type, founder details and the appointed agent’s secure intake instructions.

2. **Organise member and director details**

   Track “Member information” and “Director information” together so the reviewer can connect the source information to the result.

3. **Hand over to the appointed specialist**

   Use an orderly intake pack to avoid sending versions with missing details or conflicting responsibilities.

4. **Check the scope at handover**

   Government, agent, address and bank charges are separate where applicable.

Worked example

A proposed membership organisation collects its members’ details and guarantee commitments for the appointed filing route to review.

Read the service scope / FND-008

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