

## Document Monitoring

Immediate notification relating to all documents including liquidation, receivership, winding-up, striking off and administration order documents

Monitoring the business information of organisations with whom you work closely, as well as those you compete against, can be a sound business practice - and also very time-consuming.

We can help you keep track of what your customers, competitors and suppliers are up to and we'll notify you as soon as important documentation is filed at Companies House or if a notice is placed in the London or Edinburgh Gazette.

We can tailor monitoring packages to suit any particular need in terms of the number of companies covered or the type.

### Documents monitored

We will notify you by email as soon as any one of the following documents has been filed:

- Change of name
- Change of registered office
- Change in Memorandum and Articles of Association
- Change in share capital
- Change of directors
- Mortgage or satisfaction lodged
- Accounts
- Annual Return
- Advertisement of petition for winding-up
- Advertisement of meeting of creditors
- Liquidation/receivership
- Dissolution or company removed by CRO
- Restoration to Index

Notifications of document monitoring is free.

We only charge when a document you are monitoring is filed and emailed to you. Documents will include a company report and will be charged at the standard price.

### Would you like to know more?

You can find further information on all of our products and services via our website [www.vistra.com](http://www.vistra.com). If you would like to speak to a member of our team or to request further information please do not hesitate to contact us.

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