

FILING INSTRUCTIONS

RELEASE 27

Below are the filing instructions for **Release 27** of *Employee Share Schemes*. Please remove and discard the specified old pages and insert the new ones as indicated below. However, before filing this release, please ensure that Release 26 has been filed. The filing record card indicates details of the most recently filed release.

Remember to look at the illustrated filing guide at the end of the Service Information section if you have any difficulty filing in the new pages.

The checklist (which you will find behind these filing instructions) contains a complete list of pages your looseleaf should contain after you have filed this release.

For the most up-to-date version of these filing instructions, please visit the subscriber information page at: www.sweetandmaxwell.co.uk

VOLUME 1

	<i>Remove old pages</i>	<i>Insert new pages</i>
Preliminary Pages		
	Filing Instructions/1 – 4 Checklist/1 – 6	Filing Instructions/1 – 4 Checklist/1 – 6
Service Information		
	Service Information/3 – Service Information/8	Service Information/3 – Service Information/8
Contents		
<i>These pages now renumbered</i>	Vol 1/1 – Vol 1/2 Vol 1/9 – Vol 1/26	Vol 1/1 – Vol 1/2 Vol 1/7 – Vol 1/24
Commentary		
	1/i – 1/ii	1/i – 1/ii
	2/i – 2/ii	2/i – 2/ii
	2/33 – 2/34	2/33 – 2/34
	2/47 – 2/52	2/47 – 2/50
	3/i – 3/ii	3/i – 3/ii
	3/1 – 3/26	3/1 – 3/26
	4/i – 4/ii	4/i – 4/ii
	4/43 – 4/52	4/43 – 4/52b
	5/i – 5/ii	5/i – 5/ii
	5/3 – 5/28	5/3 – 5/22
	6/i – 6/ii	6/i – 6/ii
	6/1 – 6/8	6/1 – 6/8b
	7/i – 7/iv	7/i – 7/iv

FILING INSTRUCTIONS

Remove old pages

7/3 – 7/4
 7/12e – 7/12f
 7/40a – 7/54
 7/59 – 7/60
 7/67 – 7/74
 7A/i – 7A/iv
 7A/11 – 7A/12
 7A/17 – 7A/18
 7A/54a – 7A/56
 7A/67 – 7A/68
 10/i – 10/iv
 10/25 – 10/26
 10/45 – 10/46b
 11/35 – 11/38b
 11/53 – 11/54
 12/17 – 12/18
 12/45 – 12/54
 13/i – 13/iv
 13/1 – 13/6

**Includes new pages
 13/4a – 13/4b*

13/11 – 13/100
 14/i – 14/ii
 14/11 – 14/16
 14/21 – 14/22
 16/3 – 16/6
 16/17 – 16/18
 17/i – 17/ii
 18/i – 18/iv
 18/9 – 18/10
 18/27 – 18/30
 18/39 – 18/40
 19A/i – 19A/ii
 19A/9 – 19A/10
 20/i – 20/ii
 20/9 – 20/10b
 20/15 – 20/16
 20/25 – 20/26
 21/i – 21/ii
 21/25 – 21/30
 22/i – 22/ii
 22/10a – 22/12
 22/25 – 22/28
 22/31 – 22/32
 24/1 – 24/44
 26/i – 26/ii
 26/3 – 26/4
 26/15 – 26/16n

Archive/i – Archive/ii
 Archive/13 – Archive/14

Insert new pages

7/3 – 7/4b
 7/12e – 7/12f
 7/41 – 7/54n
 7/59 – 7/60
 7/67 – 7/72
 7A/i – 7A/iv
 7A/11 – 7A/12
 7A/17 – 7A/18
 7A/55 – 7A/56b
 7A/67 – 7A/68
 10/i – 10/iv
 10/25 – 10/26
 10/45 – 10/46b
 11/35 – 11/38b
 11/53 – 11/54b
 12/17 – 12/18
 12/45 – 12/50
 13/i – 13/iv
 13/1 – 13/6*

13/11 – 13/80
 14/i – 14/ii
 14/11 – 14/16
 14/21 – 14/22
 16/3 – 16/6
 16/17 – 16/18
 17/i – 17/ii
 18/i – 18/iv
 18/9 – 18/10
 18/27 – 18/30b
 18/39 – 18/40
 19A/i – 19A/ii
 19A/9 – 19A/10
 20/i – 20/ii
 20/9 – 20/10b
 20/15 – 20/16b
 20/25 – 20/26
 21/i – 21/ii
 21/25 – 21/30
 22/i – 22/ii
 22/11 – 22/12b
 22/25 – 22/28b
 22/31 – 22/32
 24/1 – 24/28
 26/i – 26/ii
 26/3 – 26/4
 26/15 – 26/16n

Archive/i – Archive/ii
 Archive/13 – Archive/14d

Tables

Cases
Statutes

Cases/1 – 4
 Statutes/1 – 12

Cases/1 – 4
 Statutes/1 – 12

	<i>Remove old pages</i>	<i>Insert new pages</i>
Statutory Instruments	SIs/1 – 4	SIs/1 – 4
EC Legislation	EC/1 –EC/ 2	EC/1 –EC/ 2
Index	Index/1 – 45	Index/1 – 46

You have now finished filing Volume 1

VOLUME 2

	<i>Remove old pages</i>	<i>Insert new pages</i>
Contents	Vol 2/1 – Vol 2/2 Vol 2/5 – Vol 2/8	Vol 2/1 – Vol 2/2 Vol 2/5 – Vol 2/8
Precedents	PR/i – PR/ii PR2/17 – PR2/18 PR8/3 – PR8/4 PR12/11 – PR12/12 –	PR/i – PR/ii PR2/17 – PR2/18 PR8/3 – PR8/4 PR12/11 – PR12/12 PR13/1 – PR13/16
Appendices		
Appendix A	A/1 – A/2	A/1 – A/2
Appendix B	B/i – B/viii	B/i – B/viii
Appendix C	C/i – C/iv	C/i – C/iv
Appendix E	E/i – E/ii E/101 – E/102	E/i – E/ii E/101 – E/104
Appendix G	G/i – G/ii	G/i – G/ii
<i>*4 pages replace 14 pages</i>	G/1 – G/14 G/75 – G/76 G/257 – G/258 G/283 – G/284 G/451 – G/452	G/1 – G/4* G/75 – G/112 G/257 – G/258 G/283 – G/320 G/451 – G/488
Appendix H	H/1 – H/2 H/53 – H/54	H/1 – H/2 H/53 – H/54d
Appendix I	I/1 – I/2 I/107 – I/122	I/1 – I/2 I/107 – I/122

You have now finished filing Volume 2

