



# Companies Act 1985

## 1985 CHAPTER 6

### PART XXIII

#### OVERSEA COMPANIES

#### CHAPTER I

##### REGISTRATION, ETC

#### **691 Documents to be delivered to registrar**

- (1) When a company incorporated outside Great Britain establishes a place of business in Great Britain, it shall within one month of doing so deliver to the registrar of companies for registration—
  - (a) a certified copy of the charter, statutes or memorandum and articles of the company or other instrument constituting or defining the company's constitution, and, if the instrument is not written in the English language, a certified translation of it; and
  - (b) a return in the prescribed form containing—
    - (i) a list of the company's directors and secretary, containing the particulars specified in the next subsection,
    - (ii) a list of the names and addresses of some one or more persons resident in Great Britain authorised to accept on the company's behalf service of process and any notices required to be served on it,
    - (iii) a list of the documents delivered in compliance with paragraph (a) of this subsection, and
    - (iv) a statutory declaration (made by a director or secretary of the company or by any person whose name and address are given in the list required by sub-paragraph (ii)), stating the date on which the company's place of business in Great Britain was established.
- (2) The list referred to in subsection (1)(b)(i) shall contain the following particulars—

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*Status: This is the original version (as it was originally enacted).*

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- (a) with respect to each director—
  - (i) in the case of an individual, his present Christian name and surname and any former Christian name or surname, his usual residential address, his nationality and his business occupation (if any), or, if he has no business occupation but holds other directorships, particulars of any of them,
  - (ii) in the case of a corporation, its corporate name and registered or principal office ;
- (b) with respect to the secretary (or, where there are joint secretaries, with respect to each of them)—
  - (i) in the case of an individual, his present Christian name and surname, any former Christian name and surname and his usual residential address.
  - (ii) in the case of a corporation or a Scottish firm, its corporate or firm name and registered or principal office.

Where all the partners in a firm are joint secretaries of the company, the name and principal office of the firm may be stated instead of the particulars mentioned in paragraph (b).

Section 289(2) applies for the purposes of the construction of references above to present and former Christian names and surnames.