#### STATUTORY INSTRUMENTS

## 2002 No. 691

### **COMPANIES**

# The Companies (Forms) (Amendment) Regulations 2002

Made - - - - 7th March 2002

Coming into force - - 2nd April 2002

The Secretary of State, in exercise of the powers conferred on her by sections 10(2), 288(2), 363(2), 691(1)(b), 692(1), and 744(1) and paragraphs 1, 4A(d), 7(1), 9(1)(b), 9(2) and 9(4) of Schedule 21A of the Companies Act 1985(2), and of all other powers enabling her in that behalf, hereby makes the following Regulations:

- 1.—(1) These Regulations may be cited as the Companies (Forms) (Amendment) Regulations 2002 and shall come into force on 2nd April 2002.
- (2) In these Regulations, references to a numbered section or paragraph are to a section of the Companies Act 1985.
- 2.—(1) Forms 10, 288a and 288c, and 363a in the Schedule to these Regulations, with such variations as circumstances require, are forms prescribed for the purposes of sections 10(2), 288(2) and 363(2) respectively.
- (2) Forms 691 and 692(1)(b) in the Schedule to these Regulations, with such variations as circumstances require, are forms prescribed for the purposes of sections 691(1)(b), 692(1) and 692(1B) respectively.
- (3) Form BR1 in the Schedule to these Regulations, with such variations as circumstances require, is a form prescribed for the purposes of paragraph 1 of Schedule 21A.
- (4) Forms BR4 and BR6 in the Schedule to these Regulations, with such variations as circumstances require, are each a form prescribed for the purposes of both paragraph 7(1) and paragraph 9(2) of Schedule 21A.
- (5) Form 723SR, with such variations as circumstances require, is a form prescribed for the purposes of sections 10(2A), 288(2), 691(5)(c) and 692(1A)(b) and of paragraphs 4A(d) and 9(1) (b) of Schedule 21A.
- (6) Form 723(change), with such variations as circumstances require, is a form prescribed for the purposes of sections 288(2), 692(1C) and paragraph 9(4) of Schedule 21A.

<sup>(1)</sup> See the definition of "prescribed" in section 744.

<sup>(2) 1985</sup> c. 6; section 363 was substituted by section 139(1) of the Companies Act 1989 (c. 40).

- (7) Form 363s in the Schedule to these Regulations, with such variations as circumstances require, is a form prescribed for the purposes of section 363(2), where the form has been delivered to a company by the registrar for the purposes of an annual return by that company.
- **3.** Notwithstanding Regulation 2, the following forms shall remain in use as alternatives to the forms in the Schedule to these Regulations, save that the forms referred to in Regulation 2 must be used where the director of a company in question is the beneficiary of a Confidentiality Order made under section 723B of the Companies Act 1985—
  - (a) form 10 in Schedule 2 to the Companies (Forms) (Amendment) Regulations 1995(3),
  - (b) forms 288a, 288c, 363a and 363s in the Schedule to the Companies (Forms) (Amendment) Regulations 1999(4),
  - (c) forms 691, BR1, BR4 and BR6 in Schedule 2 to the Companies (Forms) (Amendment) Regulations 1992(5), and
  - (d) form 692(1)(b) in Schedule 2 to the Companies (Forms Amendment No. 2 and Company's Type and Principal Business Activities) Regulations 1990(6).

J. S. Holden, for Secretary of State, Department of Trade and Industry

7 March 2002

<sup>(3)</sup> S.I.1995/736.

<sup>(4)</sup> S.I. 1999/2356.

<sup>(5)</sup> S.I. 1992/3006.

<sup>(6)</sup> S.I. 1990/1766.

Form April 2002

#### **SCHEDULE**

# SCHEDULE First directors and secretary and intended situation of Please complete in typescript, registered office or in bold black capitals. Notes on completion appear on final page Company Name in full **Proposed Registered Office** (PO Box numbers only, are not acceptable) Post town County / Region Postcode If the memorandum is delivered by an agent for the subscriber(s) of the memorandum mark the box opposite and give the agent's name and address. Agent's Name Address Post town Postcode County / Region Number of continuation sheets attached You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record. DX number DX exchange When you have completed and signed the form please send it to the Companies House receipt date barcode Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff for companies registered in England and Wales

for companies registered in Scotland

Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB

DX 235 Edinburgh

Company Se	cretar	(see notes 1-5)							
	C	Company name							
	NAME	*Style / Title					*Honour	s etc	
* Voluntary details		Forename(s)							
		Surname							
	Previo	us forename(s)							
	Previo	ous surname(s)							
<sup>++</sup> Tick this box if the address shown is a service address for	Addı	ress **							
the beneficiary of a Confidentiality Order									
granted under section 723B of the Companies Act 1985	'	Post town							
otherwise, give your usual residential address. In the case	C	ounty / Region					F	Postcode	
of a corporation or Scottish firm, give the registered or principa office address.		Country							
	•		I conser	nt to act a	s secreta	ary of t	the comp	any nam	ed on page 1
		Consent						Date	
<b>Directors</b> (see r Please list directors in		ical order							
	NAME	*Style / Title					*Honour	s etc	
		Forename(s)							
		Surname							
	Previo	us forename(s)							
† Tick this box if the	Previous surname(s)								
address shown is a service address for the	Addre	ss <sup>††</sup>							
peneficiary of a Confidentiality Order granted under section									
723B of the Companies Act 1985 otherwise,		Post town							
give your usual residential address. In the case of a	С	ounty / Region						Postcode	
corporation or Scottish irm, give the registered or principal	ı	Country							
office address.			Day	Month	Year				
	Date of b	pirth				Ш	Nationa	ality	
	Busines	s occupation							
	Other di	rectorships							
			I conser	nt to act a	s directo	r of the	e compa	ny name	d on page 1
	Conse	nt signature						Date	

Directors (see no Please list directors in		al order		
	NAME	*Style / Title	*Hono	urs etc
		Forename(s)		
		Surname		
	Previous	forename(s)		
† Tick this box if the	Previou	s surname(s)		
address shown is a service address for the	Address	s <sup>†</sup>		
beneficiary of a Confidentiality Order				
granted under section 723B of the Companies Act 1985 otherwise,		Post town		
give your usual residential address. In the case of a	Co	unty / Region		Postcode
corporation or Scottish firm, give the registered or principal		Country		
office address.	Date of b	irth	Day Month Year	
	Date of b		Natio	nality
1	Business	occupation		
	Other dire	ctorships		
			I consent to act as director of the comp	pany named on page 1
•	Consent	signature		Date
This section	must be	signed by		
an agent on	behalf	Signed		Date
of all subscri	bers	0.300		
		1		
Or the subsc	ribers	Signed		Date
( i.e those wh				Date
memorandu association	m of	o.gou		
	).	Signed		Date
		Signed		Date
		0:		
		Signed		Date
		Signed		Date

#### **Notes**

 Show for an individual the full forename(s) NOT INITIALS and surname together with any previous forename(s) or surname(s).

If the director or secretary is a corporation or Scottish firm - show the corporate or firm name on the surname line.

Give previous forename(s) or surname(s) except that:

- for a married woman, the name by which she was known before marriage need not be given,
- names not used since the age of 18 or for at least 20 years need not be given.

A peer, or an individual known by a title, may state the title instead of or in addition to the forename(s) and surname and need not give the name by which that person was known before he or she adopted the title or succeeded to it.

#### Address:

Give the usual residential address.

In the case of a corporation or Scottish firm give the registered or principal office.

#### Subscribers:

The form must be signed personally either by the subscriber(s) or by a person or persons authorised to sign on behalf of the subscriber(s).

- Directors known by another description:
  - A director includes any person who occupies that position even if called by a different name, for example, governor, member of council.
- 3. Directors details:
  - Show for each individual director the director's date of birth, business occupation and nationality.

The date of birth must be given for every individual director.

- 4. Other directorships:
  - Give the name of every company of which the person concerned is a director or has been a director at any time in the past 5 years. You may exclude a company which either is or at all times during the past 5 years, when the person was a director, was:
  - dormant,
  - a parent company which wholly owned the company making the return.
  - a wholly owned subsidiary of the company making the return, or
  - another wholly owned subsidiary of the same parent company.

If there is insufficient space on the form for other directorships you may use a separate sheet of paper, which should include the company's number and the full name of the director.

 Use Form 10 continuation sheets or photocopies of page 2 to provide details of joint secretaries or additional directors.

Company Se	cretary (see notes 1-5)	Form 10 Continuation Sheet		
	Company Name			
	NAME *Style / Title	*Honours etc		
* Voluntary details	Forename(s)			
	Surname			
	Previous forename(s)			
† Tick this box if the	Previous surname(s)			
address shown is a service address for the beneficiary of a	Address †			
Confidentiality Order granted under section 723B of the				
Companies Act 1985 otherwise, give your	Post town			
usual residential address. In the case of a corporation or	County / Region	Postcode		
Scottish firm, give the registered or principal office address				
		I consent to act as secretary of the company named on page 1		
	Consent signature	Date		
Directors (see n Please list directors in				
	NAME *Style / Title	*Honours etc		
	Forename(s)			
	Surname			
	Previous forename(s)			
<sup>†</sup> Tick this box if the	Previous surname(s)			
address shown is a service address for the beneficiary of a	Address †			
Confidentiality Order granted under section	,			
723B of the Companies Act 1985 otherwise, give your	Post town			
usual residential address. In the case	County / Region	Postcode		
of a corporation or Scottish firm, give the registered or principa				
office address		Day Month Year		
	Date of birth	Nationality Nationality		
	Business occupation			
	Other directorships			
		I consent to act as director of the company named on page 1		
	Consent signature	Date		

### Company Secretary (see notes 1-5)

	NAME	*Style / Title	*H	lonours etc
* Voluntary details		Forename(s)		
		Surname		
	Previo	us forename(s)		
† Tick this box if the	Previo	ous surname(s)		
address shown is a service address for	Add	ress †		
the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your				
		Post town		
usual residential address. In the case	C	County / Region		Postcode
of a corporation or Scottish firm, give the registered or principa		Country		
office address			I consent to act as secretary of the	company named on page 1
	Conse	nt signature		Date
Directors (see		ical order		
	NAME	*Style / Title	*+	lonours etc
		Forename(s)		
		Surname		
	Previo	us forename(s)		
† Tick this box if the	Previo	ous surname(s)		
address shown is a service address for the beneficiary of a	Add	ress †		
Confidentiality Order granted under section 723B of the	n	]		
Companies Act 1985 otherwise, give your usual residential		Post town		
address. In the case of a corporation or		county / Region		Postcode
Scottish firm, give the registered or principa office address		Country		
			Day Month Year	
	Date of b	oirth	N	ationality
	Busines	s occupation		
	Other di	rectorships		
			I consent to act as director of the c	ompany named on page 1
	Conse	nt signature		Date

Please complete or in bold black c		ript,		Γ for r	TMEN esigna of part	tion	(use	Forn	or or	b) or	chan	•
	Compa	any Number										
Co	mpany I	Name in full										
		Date of	Day	Month	Yea	r	tDo	te of	Day	Month	Y	ear
		appointment					Bir					
Appointment	Appointn	nent as director			as se	cretary				appropriate t secretary ma		
form	NAME	*Style / Title					*Hono	urs etc				
Notes on completion appear on reverse.		Forename(s)										
		Surname										
		Previous Forename(s)						vious				
<sup>††</sup> Tick this box if the	†† Usu	ual residential					Surnar	ne(s) _				
address shown is a service address for the beneficiary of a		address Post town						Postco	nde			
Confidentiality Order granted under the provisions of section												
723B of the Companies Act 1985	C	ounty / Region				7		Cour	ntry			
		†Nationality				†Bus	iness o	ccupatio	on			
(a		er directorships space overleaf)										
(4		nt signature	I conse	ent to act	as ** dire	ector / s	ecreta	Ĺ		named	compa	ny
* Voluntary details.								Da				
† Directors only. **Delete as appropriate	)		A dire	ctor, sec	retary et	c must	sign t			v.		
		Signed						Da	te			
You do not have			(**a direc	tor / secreta	ary / administ	rator / adn	ninistrativ	e receiver	/ receiver	manager /	receiver)	
information in the I do, it will help C	Companie	s House to										
contact you if the form. The contact												
form. The contact information that you give will be visible to searchers of the					Tel							
public record			DX nu	ımber		DX	excha	nge				
Companies Hous	se receipt d	late barcode			complete mpanies		signed	the for	m pleas	se send i	t to the	,
					ouse, Cro					Z DX	33050	Cardiff
Form April 2002			Compa	anies Ho	ouse, 37 (	Castle	Terrac			EH1 2E		nburgh

	Company Number	
† Directors only.	<sup>†</sup> Other directorships	

#### NOTES

Show the full forenames, NOT INITIALS. If the director or secretary is a corporation or Scottish firm, show the name on surname line and registered or principal office on the usual residential line.

Give previous forenames or surname(s) except:

- for a married woman, the name by which she was known before marriage need not be given.

- for names not used since the age of 18 or for at least 20 years

A peer or individual known by a title may state the title instead of or in addition to the forenames and surname and need not give the name by which that person was known before he or she adopted the title or succeeded to it.

#### Other directorships.

Give the name of every company incorporated in Great Britain of which the person concerned is a director or has been a director at any time in the past five years.

You may exclude a company which either is, or at all times during the past five years when the person concerned was a director, was - dormant

- a parent company which wholly owned the company making the return, or
- another wholly owned subsidiary of the same parent company.

Please complete or in bold black of	capitals.	•	CHANGE OF PA or secretary(NO 288a) or resig	T for	CULAR appoint	ment (use Form
	Comp	any Number				
Company Name in full						
Changes of particulars form	Comple	ete in all cases  *Style / Title	Date of change of particulars	Day	Month	Year
		Forename(s)				
		Surname	Day Marth Van			
		† Date of Birth	Day Month Year			
Change of name (	enter new na	me) Forename(s)				
		Surname				
Change of usual	residenti	ial address ++				
(enter new address)  †† Tick this box if the		Post town				
address shown is a service address for the beneficiary of a Confidentiality Order granted under the provisions of section		County / Region Country			Postcode	
723B of the Companies Act 1985		Other change				
		(please specify)	A serving director, secretary	y etc mu	ıst sign the	form below.
* Voluntary details. † Directors only. **Delete as appropriate	e.	Signed			Date	
**Delete as appropriate.  You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be			dministrativ	e receiver / rece	iver manager / receiver)	
			Te	el		
visible to searchers of the public record  Companies House receipt date barcode			DX number  When you have completed an Registrar of Companies at:  Companies House, Crown V for companies registered in Et Companies House, 37 Castl	Vay, Car	the form plo rdiff, CF14 3 and Wales	DX 33050 Cardiff or
Form April 2002			for companies registered in Sc		,	DX 235 Edinburgh

Page 1

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Please complete in ty or in bold black capita Co		Annual Return	63a
Compa	any Name in full		
Date of this return The information in this ret		Day         Month         Year           □         □         /□         □ <t< td=""><td></td></t<>	
Date of next return If you wish to make you to a date earlier than the of this return please sho Companies House will at the appropriate time.	ur next return the anniversary to the date here. then send a form	Day Month Year  └─	
Registered Office Show here the address this return.	at the date of		
Any change of	Post town	L	
registered office must be notified on form 287.	County / Region	1	
	UK Postcode		
Principal business	s activities		
Show trade classification for the principal activity			
If the code number can give a brief description			
Companies House red	ceipt date barcode	When you have completed and signed the form please Registrar of Companies at: Companies House, Crown Way, Cardiff, CF14 3UZ for companies registered in England and Wales	e send it to the  DX 33050 Cardiff
Form April 2002		or Companies House, 37 Castle Terrace, Edinburgh, E for companies registered in Scotland	EH1 2EB DX 235 Edinburgh

Register of men	nbers	
If the register of men	nbers is not kept at the	
registered office, stat	te here where it is kept.	
	Post town	
	County / Region	UK Postcode
or a duplicate of an	of debenture holders, y such register or part kept at the registered	
	County / Region	UK Postcode
Company type		
Public limited company	,	
r ubiic iiriited company		
Private company limite	d by shares	
Private company limite share capital	d by guarantee without	
	d by shares exempt under	Please tick the appropriate box
Private company limite under section 30	d by guarantee exempt	
Private unlimited comp	any with share capital	
Private unlimited comp	any without share capital	
Company Secre	etary	
* Voluntary details.	•	Details of a new company secretary must be notified on form 288a.
(Please photocopy		,,,
this area to provide	Name * Style / Title	
details of joint sec- retaries).	Forename(s)	
rotanos).	rorename(s)	
** Tick this box if the	Surname	
address shown is a		
service address for	Address **	I .
the beneficiary of a Confidentiality Order		
granted under section		1
723B of the Companies Act 1985		
otherwise, give your	Post town	
usual residential address. In the case	County / Region	UK Postcode
of a corporation or	County / Hegion	
Scottish firm, give the	Country	
registered or principal office address.	234,	
Manager and the second		
If a partnership give the names and addresses of	f	
the partners or the name		
of the partnership and office address.		

Directors		Details of new directors must be notified on form 288a
Please list directors in	alphabetical order.	
1	Name * Style / Title	
Directors In the case of a director that is a		Day Month Year
corporation or a Scottish firm, the name is the corpo- rate or firm name.	Date of birth	
<sup>++</sup> Tick this box if the	i oronamo(s)	
address shown is a service address for	Surname	
the beneficiary of a	Address **	
Confidentiality Order granted under section 723B of the		
Companies Act 1985 otherwise, give your usual residential address. In the case	Post town	
of a corporation or Scottish firm, give the registered or principal	County / Region	UK Postcode
office address.	Country	Nationality
	Business occupation	1
* Voluntary details.		
Directors In the	Name * Style / Title	
case of a director that is a corporation or a		Day Month Year
Scottish firm, the name is the corpo- rate or firm name.		
rate or mini marie.	Forename(s)	
** Tick this box if the address shown is a service address for	Surname	
the beneficiary of a Confidentiality Order	Address **	
granted under section 723B of the		
Companies Act 1985 otherwise, give your		
usual residential	Post town	I
address. In the case of a corporation or Scottish firm, give the registered or principal	County / Region	UK Postcode
office address.	Country	Nationality
	Business occupation	

Issued share capital Enter details of all the shares in issue at the date of this return.	Class (e.g. Ordinary/Preference)	Number of shares issued	Aggregate Nominal Value (i.e. Number of shares issued multiplied by nominal value per share, or total amount of stock)		
	Totals				
List of past and present shareholders (Use attached schedule where appropriate) A full list is required if one was not included with either of the last two returns.	There were no changes	s in the period			
returns.	on paper in another format  A list of changes is enclosed				
	A full list of shareholder	s is enclosed			
Certificate	I certify that the informa knowledge and belief.	ition given in this return	is true to the best of my		
Signed		Date	е		
† Please delete as appropriate.	† a director /secretary				
When you have signed the return send it with the fee to the Registrar of Companies. Cheques should be made payable to Companies House.	i nis return includ	es co	ntinuation sheets.		
You do not have to give any contact information in the box opposite but if	L				
you do, it will help Companies House to contact you if there is a query on the form. The contact information that you					
give will be visiable to searchers of the public record.		Tel			
•	DX number	DX exchange			

Directors		Details of new directors must be notified on form 288a
Please list directors in		
	Name * Style / Title	
<b>Directors</b> In the case of a director that is a corporation or a		Day Month Year
Scottish firm, the name is the corpo-	Date of birth	
rate or firm name.	Forename(s)	1
†† Tick this box if the address shown is a	Surname	
service address for the beneficiary of a	Address **	
Confidentiality Order	Address	
granted under section 723B of the		
Companies Act 1985 otherwise, give your usual residential	Post town	
address. In the case of a corporation or Scottish firm, give the registered or principal	County / Region	UK Postcode
office address.	Country	Nationality
	Business occupation	
* Voluntary details.		
ı	Name * Style / Title	
<b>Directors</b> In the case of a director that is a		Day Month Year
corporation or a Scottish firm, the name is the corpo-	Date of birth	
rate or firm name.	Forename(s)	
<sup>††</sup> Tick this box if the		
address shown is a service address for	Surname	
the beneficiary of a Confidentiality Order	Address **	
granted under section 723B of the Companies Act 1985		
otherwise, give your usual residential address. In the case	Post town	
of a corporation or Scottish firm, give the registered or principal	County / Region	UK Postcode
office address.	Country	Nationality
	Business occupation	I

Directors		Details of new directors must be notified on form 288a	
Please list directors in alphabetical order.			
Directors In the case of a director that is a	Name * Style / Title	Day Month Year	
corporation or a Scottish firm, the name is the corpo- rate or firm name.	Date of birth		
the Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case of a corporation or Scottish firm, give the registered or principal office address.	Surname  Address **  Post town  County / Region  Country  Business occupation	UK Postcode Nationality	
* Voluntary details.			
Directors In the case of a director that is a	Name * Style / Title	Day Month Year	
corporation or a Scottish firm, the name is the corpo- rate or firm name.	Date of birth		
†† Tick this box if the address shown is a	Surname		
service address for the beneficiary of a Confidentiality Order	Address **		
granted under section 723B of the Companies Act 1985 otherwise, give your usual residential address. In the case	Post town		
of a corporation or Scottish firm, give the registered or principal	County / Region	UK Postcode	
office address.	Country	Nationality	
	Business occupation	I	

#### Form 363a Continuation Sheet

	Comp	any Number	
Cor	npany	Name in full	
* Voluntary details.			
Company Secr	etary		
(Please photocopy this area to provide details of joint sec- retaries).	Name	* Style / Title	Details of a new company secretary must be notified on form 288a.
If a partnership give the names and addresses of the part-		Forename(s)	
ners or the name of the partnership and office address.		Surname	
†† Tick this box if the address shown is a	Add	lress **	
service address for the beneficiary of a		]	
Confidentiality Order granted under section 723B of the		Post town	
Companies Act 1985 otherwise, give your	(	County / Region	UK Postcode
usual residential address. In the case		Country	
of a corporation or Scottish firm, give the		Country	
registered or principal office address.			
<b>Directors</b> Please list directors in	-	tical order.	Details of new directors must be notified on form 288a
Directors In the case	Name	* Style / Title	
of a director that is a corporation or a	1 1		Day Month Year
Scottish firm, the name is the corpo- rate or firm name.		Date of birth	
		Forename(s)	
<sup>††</sup> Tick this box if the address shown is a service address for		Surname	
the beneficiary of a Confidentiality Order	Ad	ddress <sup>++</sup>	I
granted under section 723B of the		]	
Companies Act 1985 otherwise, give your usual residential address. In the case		J Post town	
of a corporation or Scottish firm, give the		County / Region	UK Postcode
registered or principal office address.		Country	Nationality
	Busine	ss occupation	
04/02			page 1

Directors		Details of new directors must be notified on form 288a	
Please list directors in alphabetical order.			
Directors In the case of a director that is a corporation or a	Name * Style / Title	Day Month Year	
Scottish firm, the name is the corpo- rate or firm name.	Date of birth		
	Forename(s)		
tt Tick this box if the address shown is a service address for the beneficiary of a	Surname		
Confidentiality Order granted under section	Address **		
723B of the Companies Act 1985			
otherwise, give your usual residential address. In the case	Post town		
of a corporation or Scottish firm, give the	County / Region	UK Postcode	
registered or principal office address.	Country	Nationality	
	<b>Business occupation</b>		
* Voluntary details.			
Directors In the case	Name * Style / Title		
of a director that is a corporation or a Scottish firm, the		Day Month Year	
name is the corpo- rate or firm name.	Date of birth		
	Forename(s)		
<sup>††</sup> Tick this box if the address shown is a service address for	Surname		
the beneficiary of a Confidentiality Order	Address **		
granted under section 723B of the			
Companies Act 1985 otherwise, give your	Post town		
usual residential address. In the case of a corporation or	County / Region	UK Postcode	
Scottish firm, give the registered or principal office address.	Country	Nationality	
	Business occupation		

Company Name

# 363s Annual Return

Company Type

Company Number

Information extracted from Companies House records on

#### Section 1: Company details

	Current details	Amended details
➤ Registered Office Address		Address
		UK Postcode
➤ Register of Members	Address where Register is held	Address
		UK Postcode
➤ Register of Debenture Holders		Address
		UK Postcode
➤ Principal Business Activities	SIC Code Description	SIC Code Description
		J

### Section 2: Details of Officers of the Company

	Current details	Amended details
➤ Company Secretary	Name	Name
	Address	Tick this box if the address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.
		UK Postcode
		Date
		ceased to be secretary (if applicable)
➤ Director	Name	Name
	Address	Tick this box if the address is a service address for the beneficiary of a Confidentiality Order granted under
	Date of Birth	section 723B of the Companies Act 1985.
	Nationality	Address
	Occupation	UK Postcode
		Date of birth
		Nationality
		Occupation
		Date
		ceased to be director (if applicable)

### Section 2 Details of Officers of the Company (A)

#### **Details of Officers**

➤ Company Secretary	Forenames
	Surname or corporate name
	L
	Tick this box if the address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.
	Address (Usual Residential)
	L
	UK Postcode
	Date of birth LLLLL
➤ Director	Forenames
	Surname or corporate name
	Tick this box if the address is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985.
	Address (Usual Residential)
	L
	L
	UK Postcode
	Date of birth
	Nationality
	Business Occupation
	L

# Section 3: Share Capital

	Current Details	Amended details
➤ Issued Share Capital	Class of share	Class of share
		L
	Nominal value of each	Nominal value of each share
	share	Nominal value of each share
		L
	Number of shares issued	Number of shares issued
		L
	Aggregate nominal value of issued shares	Aggregate nominal value of
	of Issued Shares	issued shares
		L
	Class of share	Class of share
		L
	Nominal value of each	Nominal value of each share
	share	
		L
	Number of shares issued	Number of shares issued
		L
	Aggregate neminal value	Assume material value of
	Aggregate nominal value of issued shares	Aggregate nominal value of issued shares
➤ Total shares issued and value	Total number of shares	Total number of shares
	issued	issued
	Total nominal value of	Total nominal value of
	shares issued	shares issued

### Section 3: Total Issued Share Capital (B)

Issued share capital	Issued share capital details	
Class of share	Number of shares issued	
<u> </u>	· L	
	Aggregate Nominal Value of issued shares	
	l	
Class of share	Number of shares issued	
L		
	Aggregate Nominal Value of issued shares	
Class of share	Number of shares issued	
L		
	Aggregate Nominal Value of issued share	
Class of share	Number of shares issued	
L	Aggregate Nominal Value of issued shares	
	Number of shares issued	
	Aggregate Nominal Value of issued shares	
	L	

# Section 3:Total Issued Share Capital (C)

Issued share of	Issued share capital details		
Class of share	Number of shares issued		
L	Aggregate Nominal Value of issued shares		
	L		
Class of share	L		
L	Aggregate Nominal Value of issued shares		
Oleve of share	N		
Class of share			
	Aggregate Nominal Value of issued shares		
Class of share	1		
	Aggregate Nominal Value of issued shares		
	Number of shares issued		
	Aggregate Nominal Value of issued shares		
List of past and present sh	nareholders. (Tick appropriate box)		
	There were no changes during the period		
	A list of changes is enclosed		
	A full list of shareholders is enclosed		

# Section 3: Share Capital (D)

	Current Details	Amended details
➤ Issued share Capital	Class of share	Class of share
		L
	Nominal value of each share	Nominal value of each share
		L
	Number of shares issued	Number of shares issued
		L
	Aggregate nominal value of issued shares	Aggregate nominal value of issued shares
	Class of Share	Class of Share
		L
	Nominal value of each	Nominal value of each share
	snare	L
	Number of shares issued	Number of shares issued
		L
	Aggregate nominal value	Aggregate nominal value of
	of issued shares	issued shares
		L
➤ Total shares issued and value	Total number of shares issued	Total number of shares issued
		L
	Total nominal value of shares issued	Total nominal value of shares issued
	L	L
		1
List of past and present shar	reholder. (Tick appropriate box)	
	There were no changes during	g the period
	A list of changes is enclosed	
	A full list of shareholders is er	nclosed

#### Section 4: Details of Shareholders

Current Details		Amended details	Shares Transferred
➤ Shareholder Name		Name	
Address		Address	
71001000		L	
		UK Postcode	
Shares held		Shares Held	Shares transferred by
Class	Number	Class Number	Class Number Date of Transfer
		1	L
		L	11
➤ Shareholder Name		Name	
		Address	
Address		L	
		L	
		ι	
Shares held		UK Postcode	
Class	Number	Shares Held	Shares transferred by
Olass	Number	Class Number	Class Number Date of Transfer
		I	1
➤ Shareholder		Name	
Name		l	
Address		Address	
Address			
		L	
Shares held		UK Postcode	
		Shares Held	Shares transferred by
Class	Number	Class Number	Class Number Date of Transfer
		l	11

# Section 4 Details of current shareholders(A)

Shareholders' details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (if appropriate)	
Name			, . ,
I			
Address			
L			
L			
L			
UK Postcode			
Name			
l			
Address			
L			
L			
L			
L			
UK Postcode			
Name			
L			
Address			
L			
UK Postcode			
Name			
L			
Address			
L			
L			
UK Postcode			

### Section 4 Details of New Shareholders & Transfers (A) (ii)

Shareholders' details	Class and number of shares or amount of stock	Class and number of	Date of registration of
	held	shares or amount of stock transferred (if appropriate)	
Name			
I			
Address			
L			
L			
UK Postcode			
Name			
1			
Address			
L			
L			
L			
UK Postcode			
OK Postcode			
Name			
L			
Address			
L			
L			
L			
L			
UK Postcode			
Name			
Address			
71001035			
L			
L			
L			
L			
UK Postcode			

### Section 4B: Details of former shareholders

Former shareholders details	Class and number of shares or amount of stock transferred	Date of registration of transfer
Name		
Address		
L		
L		
L		
L		
UK Postcode		
Name		
Add		
Address		
L		
UK Postcode		
Name		
L		
Address		
L		
L		
L		
L		
UK Postcode		
Name		
L		
Address		
L		
L		
L		
L		
UK Postcode		

### Section 5: Details of other shareholders

Shareholders details	Class and number of shares or amount of stock held	Class and number of shares or amount of stock transferred (if appropriate)	Date of registration of transfer (if appropriate)
Name			
Address			
L			
L			
UK Postcode			
Name			
Address			
L			
l			
UK Postcode			
Name			
Address			
L			
L			
L			
UK Postcode			
Name			
Address			
L			
L			
LW Postsodo			
UK Postcode			

# 363s Annual Return Declaration

1. Declaration	
I confirm that the details in this I enclose a filing fee £15.	s annual return are correct as at the made-up-date (shown at 2 below).
Signature	Date LLLL
(Director/Secretary)	This date must not be earlier than the return date at 2 below.
2. Date of this return  This AR is made up to: (dd/mm/yy).	If you are making up this return to an earlier date, please give date here
	Note: The form must be delivered to CH within 28 day of this date
3. Date of next return  If you wish to change your next	return to a date earlier than
please give the date here:	
4. Where to send this form  Please return this form to: Registrar of companies Companies House  Cheque Pos (Please complete as appro	stal Order   Cheque /Postal Order Number opriate)
	formation below but if you do, it will help Companies House to contact you if act information that you give will be visible to searchers of the public record.
Contact Name	Telephone Number (inc code)
Address	
	DX Number If applicable
UK Postcode	DX exchange

	691
This form must be completed for all 'Place of Business' registrations. (See note below for re-registration from a 'Branch')  This form should be completed in black.	Return and declaration delivered for registration of a place of business of an oversea company (Pursuant to section 691 of the Companies Act 1985)
	( alcalina occidence) of the companion at 1999,
Previous branch number (if applicable)  Company name	For official use only
Country of incorporation	
Address of place of business in Great Britain	
	Post town
	County / Region
	Postcode
Either	
Constitution of the company (See notes 1 and 2) (A certified English translation must be included)	A certified copy of the  #  Instrument(s) constituting or defining the constitution of the company; and
* Delete as applicable	A certified translation
# Mark appropriate box(es)	* is / are delivered for registration
The company must deliver certified copies of its constitutional documents (with certifed translations), and the particulars of the company's directors and secretary.  However, if the company is closing a branch registration and effecting a place of business registration, it may rely on the documents or the particulars of the directors and secretary previously filed in that part of Great Britain, provided any relevant alterations to those documents have been updated	The #  The constitutional documents (and a certified translation*)  * and / or  Particulars of the current directors and secretary(ies)  were previously delivered in respect of a branch of the company registered at this registry  Branch
on the register. (04/02)	

Directors (See note	es 3,4 and 5)	
Name	* Style/Title	CD
	Forenames	
	Surname	
	* Honours etc	
Р	revious forenames	
†† Tick this box if the	Previous surname	
address shown is a service address for the beneficiary of a Confidentiality Order granted under	Address <sup>++</sup>	AD
section 723B of the Companies Act 1985 otherwise, give your uusual residential address. In the case		Post town
of a corporation, give the registered or principal office		Postcode Country
address.	Date of birth	DO Nationality NA
(See note 5) < (if	siness occupation any). If none ner directorships.	OC OD
	l	
Name	* Style/Title	СВ
Name	* Style/Title	СД
Name	Forenames	СД
Name	Forenames Surname	CD
	Forenames Surname * Honours etc	CD
	Forenames Surname * Honours etc	CD
†† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order	Forenames Surname * Honours etc	CD AD
†† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your uusual residential	Forenames Surname * Honours etc revious forenames Previous sur-	
†† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your uusual residential address. In the case of a corporation, give the registered or	Forenames Surname * Honours etc revious forenames Previous sur-	AD Post town
Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your uusual residential address. In the case of a corporation, give	Forenames Surname * Honours etc revious forenames Previous sur-	AD Post town County / Region
†† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the Companies Act 1985 otherwise, give your uusual residential address. In the case of a corporation, give the registered or principal office	Forenames Surname * Honours etc revious forenames Previous sur- Address #	AD  Post town  County / Region  Postcode  Country

Company Secr (See notes 4 and 6)	etary(ies)	
Name	* Style/Title	cs
	Forenames	
	Surname	
	* Honours etc	
F	Previous forenames	
†† Tick this box if the	Previous surname	
address shown is a service address for the beneficiary of a Confidentiality Order	Address **	AD
granted under section 723B of the Companies Act 1985		Post town
otherwise, give your uusual residential address. In the case		County / Region
of a corporation, give the registered or principal office		Postcode Country
Name	* Style/Title	CS
	Forenames	
	Surname	
	* Honours etc	
F	Previous forenames	
<sup>††</sup> Tick this box if the address shown is a	Previous surname	
service address for the beneficiary of a Confidentiality Order	Address **	AD
granted under section 723B of the		
Companies Act 1985 otherwise, give your uusual residential		Post town
address. In the case of a corporation, give		County / Region
the registered or principal office		Postcode Country
Person(s) authoris	sed	
List of some one or more	* Style/Title	
persons resident in Great Britain authorised to acc	<sub>cept</sub> Forenames	
on the company's behal services of process and notice required to be		
served on it.	Address	
		Post town
* Voluntary details		Country / Region Postcode

Person(s) authorised (	continued)		
List of some one or more	* Style/Title		
persons resident in Great Britain authorised to accept	Forenames		
on the company's behalf services of process and any notice required to be	Surname		
served on it.	Address		
		Post town	
		Country / Region	Postcode
	* Style/Title		
	Forenames		
	Surname		
	Address		
		Post town	
		Country / Region	Postcode
	* Style/Title		
	Forenames		
	Surname		
	Address		
		Post town	
		Country / Region	Postcode
	* Style/Title		
	Forenames		
	Surname		
	Address		
		Post town	
* Malamana alakaila		Country / Region	
* Voluntary details			

Declaration (See note 8)	
Full name and address	
	of (address)
	of (address)
† delete as applicable	a <sup>†</sup> director/ <sup>†</sup> secretary/ <sup>†</sup> person authorised to accept on the company's behalf service of process or any notices required to be served on it, do solemnly and sincerely declare that the company established its place of business in Great Britain on Day Month Year
	Signed
	Signed
	Declared at
	on Day Month Year
	before me
	A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor having the powers conferred on a Commissioner for Oaths. (See note 8)
Number of continuation sheets attached	
To whom should Companies House	
direct any enquiries about the	
information on this form?	
	Postcode
	TelephoneExtension
Please ensure the form is fully completed and then send it to	Companies House, Crown Way, Cardiff CF14 3UZ for companies establishing a place of business in England and Wales
the Registrar of Companies at (See note 9)	Companies House, 37 Castle Terrace, Edinburgh EH1 2EB for companies establishing a place of business in Scotland

#### **Notes**

- 1 The copy of the instrument constituting or defining the constitution of the company must be certified in the place of incorporation of the company to be a true copy:-
  - (a) by an official of the Government to whose custody the original is committed; or
  - (b) by a notary public; or
  - (c) by an officer of the company on oath taken before:
    - (i) a person having authority in that place to administer an oath;
    - (ii) any of the British officials mentioned in section 6 of the 3 Commissioners for Oaths Act 1889.
- The translation of the instrument 4 must be certified to be a correct translation:
  - (a) if the translation was made in the United Kingdom, by
    - (i) a notary public in any part of the United Kingdom;
    - (ii) a solicitor (if the translation was made in Scotland), a solicitor of the Supreme Court of Judicature of England and Wales (if it was made in England or Wales), or a solicitor of the Supreme Court of Judicature of Northern Ireland (if it was made in Northern Ireland); or
  - a person certified by a person mentioned above to be known to him to be competent to translate

- (b) if the translation was made outside the United Kingdom, by
  - (i) a notary public;
  - (ii) a person authorised in the place where the translation was made to administer an oath:
  - (iii) any of the British officials mentioned in section 6 of the Commissioners for Oaths Act 1889;
  - (iv) a person certified by a person mentioned above to be known to him to be competent to translate the document into English.

'Director' includes any person who occupies the position of a director, by whatever name called.

Show for an individual the full forenames NOT INITIALS and surname together with any previous forenames or surname(s).

If the director or secretary is a corporation or Scottish firm - show the corporate or firm name on the surname line.

Give previous forenames or surname except that:

 for a married woman, the name by which she was known before marriage need not be given, 9

 names not used since the age of 18 or for at least 20 years need not be given.

In the case of a peer, or an individual usually known by a British title, you may state the title instead of or in addition to the forenames and surname and you need not give the name by which that person was known before he or she adopted the title or succeeded to it.

#### Address:

Give the usual residential address.

In the cases of a corporation or Scottish firm give the registered or principal office.

In the case of an individual who has a business occupation, this occupation should be named. In the case of an individual who has no business occupation but who holds other directorships, particulars should be given of them.

Where all the partners in a firm are joint secretaries, only the firm name and its principal office need be given.

Use photocopies of the relevant section(s) of this form to provide details of additional directors, joint secretaries or persons authorised.

If made in a foreign country the declaration may be made before any British official mentioned in section 6 of the Commissioners for Oaths Act 1889 or, before any person having authority to administer an oath in that country.

If the company establishes a place of business in England and Wales AND in Scotland whether at the same time or not a separate form must be sent to each Registrar.

(04/02)

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

		692(1)(b)  Return of alteration in the directors of
This form should be comp	pleted in black	secretary of an oversea company or in
This form should be semi	proced in Buoki	their particulars
	Company number	CN
	Company name	
Appointment		Day Month Year
(Turn over page for resignation	Date of appointment	DA
and change of particulars).	Appointment of direc-	CD Please mark the appropriate box.  If appointment is as a director and secretary
par troutar oy.	Appointment of secretary	CS mark both boxes.
NOTES	Name * Style/title	
Show the full forenames. NOT INITIALS If the director or secretary is a Corporation or Scottish firm, show	Forenames	
the name on surname line and registered or principal office on the usual residential address line.	Surname	
Give previous forenames or surname except: - for a married woman the name before	* Honours etc	
marriage need not be given.  for names not used since the age of 18 or for at least 20 years.	Previous forenames	
A peer or individual known by a title may state the title instead of or in addition to the forenames and surname.	Previous surname	
†† Tick this box if the	Jsual residential address #	AD
address shown is a service address for	$\neg$	
the beneficiary of a Confidentiality Order	Post town	
granted under the provisions of section 723B of the	County/region	
Companies Act 1985	Postcode	Country
	Date of birth †	Day Month Year
In the case of an individual who has no business occupation but holds other directorships, give particulars of them.		
	Business occupation † (if any). If none	Nationality † NA
	other directorships.	oc
		OD
* Voluntary details  † Dire	ectors only	

A serving director etc must also sign the form oveleaf.

Resignation		Day Month Year
nesignation	Date of resignation etc	DR , , , , ,
(This includes an	ny	Please mark the appropriate box.
form of ceasing	to Resignation etc, as director	If resignation etc is as a director and secretary
hold office e.g. death or remova from office).	Resignation etc, as secretary	XS mark both boxes.
Forenames		
	Surname	
		Day Month Year
Date of birth (directors only)		DO
	r than resignation, please state reason (eg death)	
Change of par	ticulars	Day Month Year
	Date of change of particulars	DC
Complete this sec-	Change of particulars, as direc-	Please mark the appropriate box. If change of particulars is as a director and secre-
in all cases where	Change of particulars, as secretary	ZS tary
particulars bave changed and then	Forenames (name previously notified to	
the appropriate section	Surname Companies	
77	_	Day Month Year
	Date of birth (directors only)	DO
Change of name	(enter new name) Forenames	NN
	Surname	
Char	nge of usual residential address †† (enter new address)	AD
<sup>††</sup> Tick this box if the address shown is a		
service address for	Post town	
the beneficiary of a Confidentiality Order	FOST TOWN	
granted under the provisions of section	County/region	
723B of the Companies Act 1985	Postcode	Country
Other change	(please speci-	
		A serving director / secretary / person authorised must sign the form below.
	Ciam atum	
	Signature	
		Signed Date
of Companies at  If the company establish	se return the form to the Registrar isbes a place of business both in d in Scotland a separate form legistrar.	Companies House, Crown Way, Cardiff CF14 3UZ for companies registered in England and Wales Companies House, 37 Castle Terrace, Edinburgh EH1 2EB for companies registered in Scotland
	Companies House direct any ne information on this form?	
		Tel:

### This form will not appear on the public record

# 723(SR)

Joual Residential Addresses: Notification of details of Usual Residential Address Following Grant of Confidentiality Order		For Official Use (Please leave these boxes blank)	
lease complete in typescript r in bold black capitals.	t,		
Company or LLP Number			
Company or LLP Name in full			
L <b>Personal Details</b> (as con	ntained in application form):		
Surname			
Forename(s)			
D	Day Month Year		
Date of birth			
Isual Residential Addı	ess		
Premises name and/or number			
Street Name			
Post town		UK Postcode (if applicable)	
County / Region		Country	
Signed			Date
	Director/Secretary/Permanent Reproduction (Delete as appropriate)	esentative/LLP	

(please enclose a stamped addressed envelope if you want an acknowledgement of this form)

The Administrator PO Box 4082 Cardiff **CF14 3WE** 

(04/02)

# This form will not appear on the public record

# 723(change) Usual Residential Address:

Notification of Char	ige of Usual		
Residential Address	3	For Official Use (Please leave these	
Please complete in typescrip or in bold black capitals.	pt,	boxes blank)	
Company or LLP Number			
Company or LLP Name in full			
Personal Details (as co	ntained in application form):		
Surname			
Forename(s) (in full)			
	Day Month Year		
Date of birth			
Change of Usual Resid	dential Address		
	Day Month Year		
Date of Change			
New usual residential	address		
Premises name and/or number			
Street Name			
Post town		UK Postcode (if applicable)	
County / Region		Country	
Signed			Date
	Director/Secretary/Permanent Represe Member (Delete as appropriate)	entative/LLP	
When completed pleas (please enclose a stamped a	se send this form to: addressed envelope if you want an ack	nowledgement of this form	)
The Administrator PO Box 4082 Cardiff			
CF14 3WE			(04/02)

	BR1
This form should be completed in black.	Return delivered for registration of a branch of an oversea company (Pursuant to Schedule 21A, paragraph 1 of the Companies Act 1985)
Corporate name	For office use only CN BN
(See note 5) (name in parent state)  Business name  (if different to corporate name)	
Country of Incorporation Identity of register (if applicable)	
Legal form	and registration no
1 See note 2	PART A - COMPANY DETAILS 1
* State whether the company is a credit or financial institution	* Is the company subject to Section 699A of the Companies Act 1985?
(1) The	YES NO See boxes need not be completed by companies formed in EC member states
Governing law (See note 4)	ise boxes need not be completed by companies formed in 20 member states
Accounting requirements	Period for which the company is required to prepare accounts by parent law. from
(04/02)	for the above periodmonths

	(2) This box need NOT be completed by companies from EC member s' OR where the constitutional documents of the company already sho this information.	
Address of principal place of business in home country		
Objects of company	,	
Issued share capita	Currency_	
Company Secretary(ies)		
(See note 10		
Name	Forenames	
	Surname	
* Voluntary details	* Honours etc.	
	Previous Forenames	
** Tick this box if the address shown is a	Previous surname	
service address for the beneficiary of a Confidentiality Order granted under section 723B of the		
Companies Act 1985 otherwise, give your	Post town_	
usual residential address. In the case	County / Region	
of a corporation, give the registered or principal office address.	Postcode Country	
Company Secretary(ies) (See note 10		
Name	Forenames	
* Voluntary details	Surname	
voluntary details	* Honours etc.	
<sup>††</sup> Tick this box if the	Previous Forenames	
address shown is a service address for the beneficiary of a	Previous surname	
Complication of a Confidentiality Order granted under section 723B of the Companies Act 1985		
otherwise, give your usual residential address. In the case	Post town	
of a corporation, give the registered or principal office	County / Region	
address	Postcode Country	
(You may photocopy this page if required)		

	Directors (See note 10)	* Style / Title
	Name	Forenames
* Voluntary details		Surname  * Honours etc.  Previous Forenames
†† Tick this box if the address shown is a service address for the beneficiary of a Confidentiality Order granted under section 723B of the	Address ++	Previous surname
Companies Act 1985 otherwise, give your usual residential		Post town
address. In the case of a corporation, give the registered or principal office		Postcode Country
address		Day Month Year  Date of Birth
		Nationality ———
		Business Occupation
		Other Directorships
SCOPE OF AU  Give brief particulars of the powers exercised. they are limited to powe conferred by the instrun appointment; or whethe subject to express limite Where the powers are of jointly give the name(s) concerned. You may or	the extent of (e.g. whether ers expressly ment of or they are ations.) exercised of the person(s) ross refer to the	The extent of the authority to represent the company is :- (give details)
details of person(s) disc on the form.	losed elsewhere	These powers :-
# Mark box(es) as	s appropriate	# May be exercised alone  OR  # Must be exercised with :- (Give name(s) of co-authorised person(s))
(You may photocoş as required)	py this page	

Directors	
(See note 10)	* Style / Title
Name	Forenames
	Surname
* Voluntary details	* Honours etc
	Previous Forenames
†† Tick this box if the address shown is a service address for	Previous surname
the beneficiary of a Confidentiality Order granted under section 723B of the	
Companies Act 1985 otherwise, give your	Post town
usual residential address. In the case of a corporation, give	County / Region
the registered or principal office	Postcode Country
address	Day Month Year
	Date of Birth
	Nationality
	Business Occupation
	Other Directorships
SCOPE OF AUTHORITY	The extent of the authority to represent the company is :- (give details)
Give brief particulars of the extent of the powers exercised. (e.g. whether	
they are limited to powers expressly conferred by the instrument of	
appointment; or whether they are subject to express limitations.) Where the powers are exercised	
jointly give the name(s) of the person(s) concerned. You may cross refer to the	
details of person(s) disclosed elsewhere on the form.	
	These powers :-
# Mark box(es) as appropriate	# May be exercised alone OR
	# Must be exercised with :- (Give name(s) of co-authorised person(s))
(Vou may photo-consthis none	
(You may photocopy this page as required)	

# Mark box(es) as applicable  * Delete as applicable  AND/OR  A certified copy of the constitutional documents and latest accounts of the company, together with a certified translation of them if they are not in the English language, must accompany this form.	# A certified copy of the instrument constituting or defining the constitution of the company  * A certified translation  * is / are delivered for registration  # A copy of the latest accounts of the company  AND  * A certified translation
AND/OR  The company may rely on constitutional and accounting documents previously filled in respect of another branch registered in the United Kingdom.	# The Constitutional documents (* and certified translations)  AND / OR The latest accounts (* and certified translations)  of the company were previously delivered on the registration of the branch of the company at :-  Cardiff Edinburgh Belfast Registration no.
AND/OR  The company may rely on particulars about the company previously filed in respect of another branch in that part of Great Britain, provided that any alterations have been notified to the Registrar.	the particulars about the company were previously delivered in respect of a branch of the company registered at THIS registry.  Registration no.
AND/OR  The company may also rely on constitutional documents and particulars about the company officers previously filled in respect of a former Place of Business of that company, provided that any alterations have been notified to the Registrar.  NOTE: In all cases, the registration number of the branch or place of business relied upon must be given.	The Constitutional documents (* and certified translation)  AND / OR Particulars of the current directors and secretary(ies)  were previously delivered in respect of a place of business of the company registered at THIS registry.  Registration no.

# **PART B - BRANCH DETAILS**

#### Persons authorised to represent the company or accept service of process

Give details of all persons who are authorised to represent the company as permanent representatives of the company in respect of the business of the branch.

Give details also of all persons resident in Great Britain, who are authorised to accept service or process on the company's behalf.

\* Delete as appropriate

SCOPE OF AUTHORITY

(This part does not apply to a person only authorised to accept service on behalf of the company)

Give brief particulars of the extent of the powers exercised. (e.g. whether they are limited to powers expressly conferred by the instrument of appointment; or whether they are subject to express limitations.)

Where the powers are exercised jointly give the name(s) of the person(s) concerned. You may cross refer to the details of person(s) disclosed elsewhere on the form.

# Mark box(es) as appropriate

orenames	
Surname	
Address	
Post town	
County / Region	Postcode
s # Authorised to accept	service of process on the company's behalf
Is # Authorised to represe	ent the company in relation to that business
The extent of the authority to r	epresent the company is :- (give details)
These powers :-	
These powers :- # May be exercised a	lone
	lone
# May be exercised at OR # Must be exercised v	vith :-
May be exercised at OR Must be exercised v	
# May be exercised at OR # Must be exercised v	vith :-
# May be exercised at OR # Must be exercised v	vith :-
# May be exercised at OR # Must be exercised v	vith :-

#### Persons authorised to represent the company or accept service of process

Give details of all persons who are authorised to represent the company as permanent representatives of the company in respect of the business of the branch.

Give details also of all persons resident in Great Britain, who are authorised to accept service or process on the company's behalf.

\* Delete as appropriate

SCOPE OF AUTHORITY

(This part does not apply to a person only authorised to accept service on behalf of the company)

Give brief particulars of the extent of the powers exercised. (e.g. whether they are limited to powers expressly conferred by the instrument of appointment; or whether they are subject to express limitations.)

Where the powers are exercised jointly give the name(s) of the person(s) concerned. You may cross refer to the details of person(s) disclosed elsewhere on the form.

# Mark box(es) as appropriate

(You may photocopy this page as required)

* Style / T	itle
Forename	es
Surname	
Post town	
	Region Postcode
Is # A	Authorised to accept service of process on the company's behalf
Is #	Authorised to represent the company in relation to that business
The exten	at of the authority to represent the company is :- (give details)
These po	owers :-
#	May be exercised alone
OR #	Must be exercised with :-
	(Give name(s) of co-authorised person(s))

Address of branch (See note 11)	Address
	Post town  County / Region Postcode
	Postcode
Branch Details (See note 12)	Day Month Year  Date branch opened                Business carried on at branch
SIGNATURE	Signed(* Director / Secretary / Permanent representative)
	This form contains continuation sheets.
You do not have to give any contact information in the box opposite but if you do, it will help Companies House	Name
to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.	Address
	Postcode Telephone Extension
When completed, this form togeth	er with any enclosures should be delivered to the Registrar of Companies at
For branches established in Engla	nd and Wales For branches established in Scotland
Companies House Crown Way Cardiff CF14 3UZ	Companies House 37 Castle Terrace Edinburgh EH1 2EB

This form should be complete	Con	mpany number Branch number ompany name Branch name (if different)	Return by an oversea company subject to branch registration of change of directors or secretary or of their particulars (Pursuant to Schedule 21A, paragraph 7(1) of the Companies Act 1985)
Resignation, etc. (This includes any form of ceasing to hold office e.g. death or removal from office)	Resignation et	resignation etc etc, as director c, as secretary Forenames Surname th (directors only)	Day Month Year  DR
(See note on page found on the have to give aformation in the box or our do, it will help Comport contact you if there is the form. The contact in the the public earchers of the public	e any contact pposite but if panies House s a query on nformation ble to	Name Address	Telephone
(04/02)			

Appointment		Day Month Year
(T to	Date of appointment	DA
(Turn to page 3 notify resignation or alteration of	Appointment of director	CD Please mark the appropriate box. If appointment is as a director and secretary
particulars)	Appointment of secretary	CS appointment is as a director and secretary mark both boxes.
NOTES Show the full forenames NOT	Name *Style/title	
INITIALS. If the director or secretary is a Corporation or Scottish firm, show the name on surname line	Forenames	
and registered or principal office on the usual residential address line.	Surname	
Give previous forenames or surnames except:	* Honours etc	
- for a married woman the name before marriage need not be given.		
<ul> <li>for names not used since the age of 18 or for at least 20 years.</li> <li>A peer or individual known by a title</li> </ul>	Previous forenames	
may state the title instead of or in addition to the forenames and	Previous surname	
surnames.  †† Tick this box if the	Usual residential	AD
address shown is a service address for	address <sup>++</sup>	
the beneficiary of a		
Confidentiality Order granted under the	Post town	
provisions of section	0	
723B of the Companies Act 1985	County / region	
	Postcode	
* Voluntary details		Day Month Year
+ Directors only	+ Date of birth	
	+ Date of birtin	DO
Other directorships Give the name of every company		+ Nationality NA
incorporated in Great Britain		IVA_
which the person concerned is a director or has been a director at any time in the past 5 years. Exclude a	+ Business Occupation	OC
company which either is, or at all times during the past 5 years when the person was a director, was	+ Other directorships	
- dormant		
<ul> <li>a parent company which wholly owned the company making the return</li> </ul>		
another wholly owned subsidiary     of the same parent company	Scope of authority	The extent of the authority to represent the company is
You may use a separate sheet of paper if necessary.		(give details)
Give brief particulars of the extent of the		
powers exercised (e.g. whether they are limited to powers expressly conferred by		
the instruments of appointment, or wheth they are subject to express limitations)		
where the powers are exercised jointly,		These powers :
give the name(s) of the person(s).		
# Mark as applicable		" Indy be exercised dealing diente
		# Must be exercised with :- (give names of co-authorised person(s))
This return must be delivered to the Registrar within 21 days of	)	
the notice being received in		
Great Britain in due course of		
post (if despatched with due diligence)		I consent to act as director/secretary of the above named company
	Consent signature	Signed Date

ALTERATION			
PARTICULAR		section is not for appointments signations)	Day Month Year
	Date	of change of particulars	DR
Complete this section in all cases	Change o	f particulars, as director	XD Please mark the appropriate box.  ✓ If change of particulars is as a director and
where particulars of a serving director /	Change of p	particulars, as secretary	XS secretary mark both boxes
secretary have changed and then the appropriate section below	Forenames Surname	(name previously notified to Companies House)	
			Day Month Year
	I	Date of birth (directors only)	DO
Change of na	ame (enter new name)	Forenames	
		Surname	
	Change of usual	residential address #	AD
†† Tick this box	•	(enter new address)	
address shown	is a		
service address the beneficiary Confidentiality	of a Corder	Post town	
granted under t provisions of s		County / region	
723B of the Companies Act		Postcode	Country
		Nationality	
Ohan na ta an	ath celts to cet	-	The extent of the authority of the above person to represent
Change to at	uthority to act (if ap	plicable)	the company has been altered to :- (give details)
authority of a direct company, includin manner in which e	ars of any change in the ctor to represent the g any alteration to the existing or new powers (e.g. requiring them to other persons.)		
			These powers :
			# May be exercised alone, or
	# Ma	rk as applicable	# Must be exercised with : (give names of co-authorised
			persons)

#### Form BR 4

Registration number	Branch name

NOTE:- A return must be delivered in respect of any alteration to the company particulars by each branch of an oversea company. If, however, a company has more than one branch in THE SAME PART of Great Britain, it may deliver only one form in respect of all those branches, provided it completes the table above on this page.

#### Signature

Signed	
	* Director / Secretary / Permanent representative
Date	
	* delete as appropriate

When completed, this form should be delivered to :-

For branches registered in England and Wales

For branches registered in Scotland

The Registrar of Companies Companies House Crown Way Cardiff CF14 3UZ The Registrar of Companies Companies House 37 Castle Terrace Edinburgh EH1 2EB

This form should be completed in black. This notice must be delivered to the Registrar within 21 days of the alteration being made.	Return of change of person authorised to accept service or to represent the branch of an oversea company or of any change in their particulars (Pursuant to Schedule 21A, paragraph 7(1) of the Companies Act 1985)
Company number  Company name  Branch name  (if different to corporate name)	Branch number
TERMINATION OF AUTHORITY	Day Month Year
See overleaf for appointments and change of particulars	Position vacated (Mark appropriate box(es))  Person authorised to accept service on the company's behalf  Person authorised to represent the company at the branch
Complete these details for resignation of any person authorised to accept service or process on the company's behalf or who was authorised to represent the company in relation to the business of the branch.	Name Address
You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.	
(04/02)	Tel.

When completed, this form should be delivered to the address on page  $4\,$ 

APPOINTMENT	
Persons authorised to	
represent the company or who may accept	* Style / Title
service or process	Style / Title
Give the name and address of the	Forenames
person appointed, together with the	
date of appointment. Mark the	Surname
box(es) relevant to the appointment.  If the appointment is to both positions	Address ††
mark both boxes.	- National Property of the Pro
†† Tick this box if the	
address shown is a service address for	Deathering
the beneficiary of a	Post town
Confidentiality Order granted under the	County / Region Postcode
provisions of section	
723B of the Companies Act 1985	Is authorised to accept service of process on the company's behalf
	* AND/OR
	Is authorised to represent the company in relation to that business
* Delete as appropriate	Day Month Year
Doint do appropriate	Date of appointment
	The authority to represent the company is :-
SCOPE OF AUTHORITY	
SCOPE OF AUTHORITY	Is # Authorised to accept service of process on the company's behalf
	* AND/OR
	Is # Authorised to represent the company in relation to that business
	The extent of the authority to represent the company is :- (give details)
Give brief particulars of the extent	
of the powers exercised. (e.g. whether they are limited to powers expressly	
conferred by the instrument of	
appointment; or whether they are subject to express limitations.)	
Where the powers are exercised	
jointly give the name(s) of the person(s)	
concerned.	
#Madebasedark	
# Mark box(es) as appropriate	These powers :-
	# May be exercised alone
	OR
	# Must be exercised with :- (Give name(s) of co-authorised person(s))
	(Give hame(s) of co-adminised person(s))

CHANGE OF PARTICULARS  Mark the appropriate box. If change relates to both positions, mark both boxes.  Change of name  Name previously notified to Companies House	Day Month Year  Date of change  Change of particulars of person authorised to accept service  Change of particulars of person authorised to represent the company  Forenames  Surname  Forenames
New name  Change of residential address **	Surname
the beneficiary of a Confidentiality Order granted under the provisions of section 723B of the Companies Act 1985	Post town  County / Region Postcode
Change of authority to act	
(this part does not apply to a person authorised to accept service on behalf of the company)  Give brief particulars of any change in the authority of the officer to represent the company, including any alteration to the manner in which the	The extent of the authority of the above person to represent the company has been altered to :- [give details]
existing or new powers may be exercised (e.g. requiring them to be exercised with other persons)  # Mark appropriate box	The powers :-  #
	# Must be exercised with: (Give name(s) of co-authorised person(s))
Signature	Signed* (director / Secretary / Permanent represent)
* Delete as applicable	Date

#### Form BR 4

Registration number	Branch name

NOTE:- A return must be delivered in respect of any alteration to the company particulars by each branch of an oversea company. If, however, a company has more than one branch in THE SAME PART of Great Britain, it may deliver only one form in respect of all those branches, provided it completes the table above on this page.

# Signature

Signed	
	* Director / Secretary / Permanent representative
Date	
	delete as appropriate

When completed, this form should be delivered to :-

For branches registered in England and Wales

For branches registered in Scotland

The Registrar of Companies Companies House Crown Way Cardiff CF14 3UZ The Registrar of Companies Companies House 37 Castle Terrace Edinburgh EH1 2EB

Document Generated: 2023-07-14

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Form BR6

When completed, this form should be delivered to :-

For branches registered in England and Wales

For branches registered in Scotland

The Registrar of Companies Companies House Crown Way Cardiff CF14 3UZ The Registrar of Companies Companies House 37 Castle Terrace Edinburgh EH1 2EB

#### EXPLANATORY NOTE

(This note is not part of the Regulations)

With effect from 2nd April 2002, these Regulations

- (i) create a new form 723SR for the purposes of both section 10(2A) and section 288(2) of the Companies Act 1985 and a new form 723(change) for the purposes of section 288(2),
- (ii) prescribe amended forms as follows:
  - (a) forms 10, 288a and 288c, and 363a for the purposes of sections 10(2), 288(2) and 363(2) of the Companies Act 1985 respectively,
  - (b) forms 691 and 692(1)(b) for the purposes of sections 691(1)(b), and 692(1) and 692(1B) of the Companies Act 1985 respectively,
  - (c) form BR1 for the purpose of paragraph 1 of Schedule 21A to the Companies Act 1985, and
  - (d) forms BR4 and BR6 for the purposes of both paragraph 7(1) and paragraph 9(2) of Schedule 21A to the Companies Act 1985;
    - (iii) provide for the continued use as alternatives to the forms referred to in paragraphs (i) and (ii) of the following forms: form 10 (prescribed by the Companies (Forms) (Amendment) Regulations 1995), forms 363a and 363s (prescribed by the Companies (Forms) (Amendment) Regulations 1999), forms 691, BR1, BR4 and BR6 (prescribed by the Companies (Forms) (Amendment) Regulations 1992), and form 692(1)(b) (prescribed by the Companies (Forms Amendment No. 2 and Company's Type and Principal Business Activities) Regulations 1990).

The forms referred to in paragraph (i) above allow directors who have obtained a Confidentiality Order under section 723B(3) of the Companies Act 1985 and The Companies (Particulars of Usual Residential Address) (Confidentiality Orders) Regulations 2002 to notify, respectively, particulars of their usual residential address and particulars of a change in their usual residential address. This information will then be held in the secure register to be maintained under the Regulations.

The amended forms referred to in paragraph (ii) take account of the fact that a director who has obtained a Confidentiality Order may, in accordance with the Regulations, on those forms give particulars of a service address rather than of a usual residential address. These forms must be used where the director of a company is the beneficiary of a Confidentiality Order made under section 723B of the Companies Act 1985.

The forms referred to in paragraph (iii) are retained as alternatives which may be used in all circumstances except where the director of a company or member of a limited liability partnership in question is the beneficiary of a Confidentiality Order made under section 723B of the Companies Act 1985.