

# AD01

## Change of registered office address

form produced by

### PC Share Register

Ver.14.02

You can use the WebFiling service to file this form online.  
Please go to [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

☒ **What this form is for**  
You may use this form  
to change a company's  
registered office address.

☐ **What this form is NOT for**  
You cannot use this form to change the registered office of a Limited Liability Partnership (LLP). To do this, please use form LL AD01 Change of registered office address of a Limited Liability Partnership (LLP).

WEDNESDAY



\*PSWN5FUE\*

PC5

16/12/2009

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COMPANIES HOUSE

### 1 Company details

Company number 7 1 8 9 0 1

Company name in full Sixteen St. Marks Hill Limited

#### → Filling in this form

Please complete in typescript  
or in bold black capitals.

All fields are mandatory unless  
specified or indicated by \*

### 2 New registered office address ①

The change in registered office address does not take effect until the Registrar has registered this notice.

A person may validly serve any document on the company at its previous registered office for 14 days from the date that a change of registered office is registered.

Building name/number 69 Victoria Road

Street

Post town Surbiton

County/Region Surrey

Postcode K T 6 4 N X

#### ① Change of registered office

For England and Wales  
companies, the address  
provided can either be in  
England or Wales.

For Welsh companies, the  
address provided must be in  
Wales.

For companies registered in  
Scotland or Northern Ireland,  
the address provided must be  
in Scotland or Northern Ireland  
respectively.

### 3 Signature

I am signing this form on behalf of the company.

Signature

Signature

X  X

This form may be signed by:  
Director ②, Secretary, Person Authorised ③, Liquidator, Administrator,  
Administrative receiver, Receiver, Receiver manager, Charity commission  
receiver and manager, CIC manager, Judicial factor.

#### ② Societas Europaea

If the form is being filed on  
behalf of a Societas Europaea  
(SE), please delete 'director' and  
insert details of which organ of  
the SE the person signing has  
membership.

#### ③ Person authorised

Under either section 270 or 274  
of the Companies Act 2006.

AD01

## Change of registered office address

**Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name

Company name

Wallakers

Address

69 Victoria Road

Post town

Surbiton

County/Region

Surrey

Postcode

K T 6 4 N X

Country

England

DX

Telephone

0208 399 5381

**Checklist**

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have provided the new registered office address in section 2.
- ☐ The registered office is in the location where the company was registered e.g. England and Wales, Wales, Scotland, Northern Ireland.
- ☐ You have signed the form.

**Important information**

Please note that all information on this form will appear on the public record.

**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:

**For companies registered in England and Wales:**

The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.

**For companies registered in Scotland:**

The Registrar of Companies, Companies House,  
Fourth floor, Edinburgh Quay 2,  
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF.  
DX ED235 Edinburgh 1  
or LP - 4 Edinburgh 2 (Legal Post).

**For companies registered in Northern Ireland:**

The Registrar of Companies, Companies House,  
First Floor, Waterfront Plaza, 8 Laganbank Road,  
Belfast, Northern Ireland, BT1 3BS.  
DX 481 N.R. Belfast 1.

**Further information**

For further information, please see the guidance notes on the website at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

**This form is available in an alternative format. Please visit the forms page on the website at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)**