

In accordance with  
Section 87 of the  
Companies Act 2006

# AD01

## Change of registered office address



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 address of a  
Limited Liability Partnership (LLP).  
To do this, please use form  
AD01's change of registered office  
address of a limited liability  
partnership (LLP)

WEDNESDAY



A40 08/05/2013 #12  
COMPANIES HOUSE

### 1 Company Details

Company Number

Company Name (in full)

#### → Filing 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 <sup>①</sup>

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

Street

Post Town

County/Region

Postcode

#### 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

Signature

Signature  

This form may be signed by  
Director <sup>②</sup>, Secretary, Person Authorised <sup>③</sup>, 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	Lara Rosenbloom
Company Name	Deloitte LLP
Address	Athene Place, 66 Shoe Lane
Post Town	London
County/Region	
Post Code	E C 4 A 3 B Q
Country	United Kingdom
DX	
Telephone Number	020 7303 5813



**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)



**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)**