

# AP03

## Appointment of secretary

This form is part of the PROOF scheme. If your company is registered for PROOF, paper versions of this form will be rejected and sent back to the registered office address. Avoid unnecessary rejection and file online. You can view your company's PROOF status on the WebFiling Menu Screen.



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 appoint  
an individual as a secretary

☐ **What this form is for**  
You cannot use this form to appoint a company as a secretary.  
To do this, please use form AP04 'Appointment of company secretary'.

FRIDAY



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COMPANIES HOUSE

in, please  
at  
e gov.uk

### 1 Company details

Company number 1 3 1 6 3 9 7

Company name in full Doncasters Middle East Limited

→ **Filing in this form**  
Please complete in typescript or in bold black capitals.  
All fields are mandatory unless specified or indicated by \*

### 2 Date of secretary's appointment

Date of appointment 2 0 1 0 2 0 1 1

### 3 New secretary's details

Title\* Mr

Full forename(s) Ian

Surname Molyneux

Former name(s) ①

① **Former name(s)**  
Please provide any previous names which have been used for business purposes in the past 20 years.  
Married women do not need to give former names unless previously used for business purposes.  
Continue in section 6 if required.

### 4 New secretary's service address ②

Please complete your service address below

Building name/number Greenacres Farmhouse

Street 3 Greenacres

Post town Northall

County/Region Buckinghamshire

Postcode L U 6 2 G A

Country

② **Secretary's service address**  
This is the address that will appear on the public record. This does not have to be your usual residential address.  
Please state 'The Company's Registered Office' if your service address is recorded in the company's register of secretaries as the company's registered office.  
If you provide your residential address here it will appear on the public record.

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## Appointment of secretary

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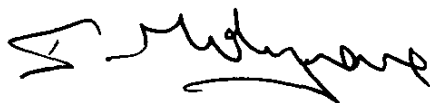
## Signatures

I consent to act as secretary of the above named company

New secretary's  
signature

Signature

X

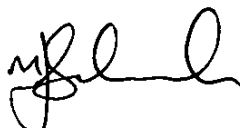


X

Authorising signature

Signature

X



X

This form may be signed and authorised by  
Director <sup>①</sup>, Secretary, Person authorised <sup>②</sup>, Administrator, Administrative Receiver,  
Receiver, Receiver manager, Charity commission receiver and manager,  
CIC manager, Judicial factor

**① 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.

**② Person authorised**

Under either section 270 or 274 of  
the Companies Act 2006

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## Additional former names (continued from Section 3)

Former names <sup>①</sup>


**① Additional former names**

Use this space to enter any  
additional names

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## Appointment of secretary

**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

Address

Doncasters Group Limited

Millennium Court

First Avenue

Post town

Burton-on-Trent

County/Region

Staffordshire

Postcode

D E 1 4 2 W H

Country

DX

Telephone

**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 completed the date of appointment
- ☐ You have provided the service address
- ☐ The address must be a physical location. It cannot be a PO Box number (unless part of a full address), DX or LP (Legal Post in Scotland) number
- ☐ You have included all former names used for business purposes over the last 20 years
- ☐ The new secretary has signed the form
- ☐ You have provided an authorising signature

**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,  
Second Floor, The Linenhall, 32-38 Linenhall Street,  
Belfast, Northern Ireland, BT2 8BG  
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)