In accordance with Section 276 of the Companies Act 2006.

# **CH03**

## Change of secretary's details

Please go to www.companieshouse.gov.uk

You can use the WebFiling service to file this form online.



	You may use this form to change the details of an individual who is a secretary.	You cannot use this form if y changing the details of a cor secretary. To do this, please form CH04 'Change of corp secretary's details'.	PUBYPFJC: PC3 05/12/2009 412 COMPANIES HOUSE	
ব	Company details			
Company number	0 2 1 5 3 6		► Filling in this form Please complete in typescript or in	
Company name in full	The Lenta Trust		bold black capitals.	
			All fields are mandatory unless specified or indicated by *	
2	Secretary's current details on the	Register 1		
Title*	Mr	Current details     This information is used to identify		
Full forename(s)	James Ernest Peter	your details on the public record.		
Surname	Gervasio			
3	Date of change of details			
Date of change of details		<u>6</u> 6		
	Please complete the appropriate sections have changed.			
4	Change of name details			
	Please enter your new name.			
Title*				
Full forename(s)				
Surname				
5	Change of service address <sup>2</sup>			
Building name/number	The Company's Registered Office	;	Service address     This is the address that will appear	
Street			on the public record. This does not have to be your usual residential	
			address.	
Post town		Please state The Company's Registered Office' if your service		
County/Region		address is recorded in the company's register of secretaries as the		
Postcode			company's registered office.	
Country			If you provide your residential address here it will appear on the public record.	
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Change of secretary's details

6	Signature	
Signature	I am signing this form on behalf of the company.  Signature	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.
	This form may be signed by: Director 1, Secretary, Person authorised 2, Administrator, Administrative receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor.	Person authorised     Under either section 270 or 274 of the Companies Act 2006.

#### **CH03**

Change of secretary's details

## **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 J E P Gervasio Keeble Hawson Protection House 16-17 East Parade Leeds Post town County/Region Postcode 2 В R DX 12043 LEEDS 1 Telephone 10113 2443121

### **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 entered in section 3 the date of change of details.
- You have entered the relevant change of details.A new 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 signed the form.

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#### Important information

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

### **2**

#### 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 Register of Companies Companies House

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

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#### Further information

For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email 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