



BLUEPRINT  
Company Secretary  
CHA 101



# 288

**Change of director or secretary  
or change of particulars.**

This form should be completed in black

Company number

CN 275944

Company name

HALKIN & BARKER LTD.

## Appointment

(Turn to  
following  
page for  
resignation  
and change  
of particulars).

Date of appointment

Appointment of director

Appointment of secretary

Name \* Style/Title

Forenames

Surname

\* Honours etc

Previous forenames

Previous surname

Usual residential address

Post town

County/Region

Postcode

Date of birth<sup>†</sup>

Business occupation<sup>†</sup>

Other directorships<sup>†</sup>

Day Month Year

DA

CD ☐

CS ☐

Please mark the appropriate box  
If appointment is as a director and secretary  
mark both boxes.

AD ☐

DO

OC ☐

Nationality<sup>†</sup>

NA ☐

I consent to act as director/secretary of the above named company

**Consent signature**

Signed

Date

\* Voluntary details<sup>†</sup> Directors only

A serving director etc must also sign the form following.

## Resignation

(This includes

any form of  
ceasing to

hold office  
e.g. death or  
removal from  
office.)

Date of resignation etc

Resignation etc, as director

Resignation etc, as secretary

Forenames

Surname

Date of birth (directors only)

If cessation is other than resignation,  
please state reason (eg death)

DR 2 2 0 3 9 6

XD ☒

XS ☐

Please mark the appropriate box.

If resignation etc is as a director and secretary  
mark both boxes.

RICHARD FRANCIS  
SMITH

DO 0 7 0 3 5 6

## Change of particulars *(this section is not for appointments or resignations)*

Complete this  
section in all  
cases where  
particulars of a  
serving director/  
secretary, have  
changed and then  
the appropriate  
section below.

Date of change  
of particulars

Change of particulars,  
as director

Change of particulars,  
as secretary

Forenames (name previously  
notified to  
Companies House)

Surname

Date of birth  
(directors only)

DC

ZD ☐

ZS ☐

Please mark the appropriate box.

If change of particulars is as a director and secretary  
mark both boxes.

DO

NN

AD

Change of name  
(enter new name)

Forenames

Surname

Change of usual residential address  
(enter new address)

Post town

County/Region

Postcode

Country

Other change

(please specify)

A serving director, secretary etc must sign the form below.

Signature

Signed

Date

27.3.96

(by a serving director/secretary/administrator/  
administrative receiver/receiver). (Delete as appropriate)

After signing please return the form  
to the Registrar of Companies at

or

Companies House, Crown Way, Cardiff CF4 3UZ  
for companies registered in England and Wales

Companies House, 100-102 George Street, Edinburgh EH2 3DJ  
for companies registered in Scotland.

To whom should Companies House direct  
any enquiries about the information on  
this form?