

# AD01

## Change of registered office address

**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). If you do this, please use form LL AD01. Change of registered office address of a limited liability partnership (LLP)

SATURDAY



A13 \*A4INZWS1\* #31  
24/10/2015  
COMPANIES HOUSE

### 1 Company details

Company number 03121029

Company name in full Alto Seating Systems Limited

→ Filing in this form  
Please complete in typescript or in bold black capitals

### 2 New registered office address

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 35 Ludgate Hill

Street Birmingham, B3 1EH

Post town

County/Region

Postcode

### 3 Signature

I am signing this form on behalf of the company

Signature

Signature

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

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  
A Turpin

Company name  
Poppleton & Appleby

Address  
35 Ludgate Hill  
Birmingham  
B3 1EH

DX

Telephone  
0121 200 2962

**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, Scotland, or 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 Quay2,  
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 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)**