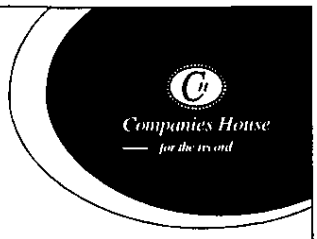
In accordance with Section 87 of the Companies Act 2006.

AD01

Change of registered office address



You can use the WebFiling service to file this form online.
Please go to www.companieshouse.gov.uk

THURSDAY



✓ **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 the registered office address Limited Liability Partnership do this, please use form LL A Change of registered office a a limited liability partnership (LLP).

1 Company details

Company number	0 3 5 3 2 1 8 1
Company name in full	ABC BUSINESS SERVICES LTD.

→ **Filling 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 ❶

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	EUROPA HOUSE
Street	BARCROFT STREET
Post town	BURY
County/Region	LANCS
Postcode	BL9 5BT

❶ **Change of registered office**
For England and Wales companies, the address provided can either be in England or Wales.

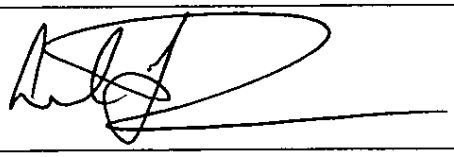
For Welsh companies, the address provided must be in Wales.

For companies registered in Scotland or Northern Ireland, the address provided must be in Scotland or Northern Ireland respectively.

3 Signature

I am signing this form on behalf of the company.

Signature

X  X

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

❷ **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.

❸ **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

Company name

Address

Post town

County/Region

Postcode

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 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).

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, 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