In accordance with Section 276 of the Companies Act 2006

AP03

Appointment of secretary

BLUEPRINT

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

What this form is for

You may use this form to appoint an individual as a secretary

X What this form is NOT for

What this form is NOT for
You cannot use this form if you a appointing a corporate secretary
To do this, please use form ADA
'Appointment' 'Appointment of corporate secre



03/03/2012 **COMPANIES HOUSE**

Company name in full VA TECH (UK) Limited Bold black capitals All fields are mandatory unless specified or indicated by * 2 Date of secretary's appointment Date of appointment d 1 d 0 m m 2 m 2 m 2 m 2 m 2 m 2 m 2 m 2 m 2	1	Company details	
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Date of secretary's appointment Date of appointment I a O O O O O O O O O O O O O O O O O O	Company name in full	VA TECH (UK) Limited	·
Date of appointment d 1 d 0 m 2 y 2 y 0 y 1 y 0			· · · · · · · · · · · · · · · · · · ·
New secretary's details	2	Date of secretary's appointment	
Title* Full forename(s) Full forename(sume(s) Full forename(sume(sume(s) Full forename(sume(s) Full forename(sume(s) Full forename(sume(s) Full forename(sume(sume(Date of appointment	$\begin{bmatrix} \mathbf{d} & 1 & \mathbf{d} & 0 \end{bmatrix} \begin{bmatrix} \mathbf{m} & 0 & \mathbf{m} & 2 \end{bmatrix} \begin{bmatrix} \mathbf{y} & 2 & \mathbf{y} & 0 & \mathbf{y} & 1 \end{bmatrix} \mathbf{y} & 2 \end{bmatrix}$	
Full forename(s) Helen Claire Sumame Carless Former name(s) New secretary's service address Please complete your service address below Please complete your service address below Building name/number Faraday House Street Sir William Siemens Square Post town Camberley Postcode G U 1 6 8 Q D Please provide any previous name which have been used for business purposes in the past 20 years Marned women do not need to give former names unless previously u for business purposes Continue in section 6 if required Secretary's service address This is the address that will appear on the public record This not have to be your usual resident address Please state 'The Company's Registered Office' if your service address is recorded in the company's register of secretanes as the company's register of secretanes as the company's registered office If you provide your residential add here it will appear on the public	3	New secretary's details	
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Surname Carless Marned women do not need to gw former names unless previously u for business purposes Continue in section 6 if required A	Full forename(s)	Helen Claire	which have been used for business
for business purposes Continue in section 6 if required New secretary's service address Please complete your service address below Please complete your service address below Building name/number Faraday House Street Sir William Siemens Square Frimley Post town Camberley County/Region Surrey Fostcode G U 1 6 8 Q D Forbinite in an insection 6 if required Secretary's service address This is the address that will appear on the public record This not have to be your usual resident address Please state 'The Company's Registered Office' if your service address is recorded in the companing register of secretanes as the company's registered office If you provide your residential address that will appear on the public record This not have to be your usual resident address.	Surname	Carless	Married women do not need to give
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Please complete your service address below Building name/number Faraday House Street Sir William Siemens Square Frimley Post town Camberley County/Region Surrey Postcode G U 1 6 8 Q D Secretary's service address This is the address that will appear on the public record This not have to be your usual resident address Please state 'The Company's Registered Office' if your service address is recorded in the companience of the company's registered office of secretanes as the company's registered office. If you provide your residential add here it will appear on the public			Continue in section 6 if required
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Building name/number Faraday House not have to be your usual resident address Street Sir William Siemens Square Please state 'The Company's Registered Office' if your service address is recorded in the companing register of secretaines as the company's registered office County/Region Surrey If you provide your residential address is recorded in the public Frimley Post town Camberley If you provide your residential address If you provide your residential address		Please complete your service address below	This is the address that will
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Postcode G U 1 6 8 Q D here it will appear on the public	County/Region	Surrey	
	Postcode	G U 1 6 8 Q D	here it will appear on the public
Country United Kingdom	Country	United Kingdom	record

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Appointment of secretary

5	Signatures	
	I consent to act as secretary of the above named company	Societas Europaea If the form is being filed on behalf of a
New secretary's signature	X Clarie Carless X	Societas Europaea (SE) please delete 'director' and insert details of which organ of the SE the person signing has membership
Authorising signature	Signature X	Person authorised Under either section 270 or 274 of the Companies Act 2006
	This form may be signed and authorised by Director Secretary, Person authorised Administrator, Administrative Receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor	
6	Additional former names (continued from Section 3)	
Former names •		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	Sue Everall
Company name	Company Secretariat
Address	Sır Wıllıam Sıemens Square
	Frimley
Post town	Camberley
County/Region	Surrey
Postcode	G U 1 6 8 Q D
Country	England
DX	
Telephone	01276 690033

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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.

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Important information

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

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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 or.email.enquines@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk