

CH03

Change of secretary's details

form produced by

ALLIOTT

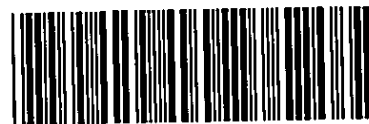
CHARTERED ACCOUNTANTS AND BUSINESS ADVISORS Ver 14 02

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
change the details of an
individual who is a secretary

☐ **What this form is NOT for**
You cannot use this form to change
the details of a corporate secretary
To do this, please use form CH04
'Change of corporate secretary's
details'

WEDNESDAY



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A24

11/08/2010

323

COMPANIES HOUSE

1 Company details

Company number 03820761

Company name in full Alan Howarth & Associates Ltd

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

All fields are mandatory unless
specified or indicated by *

2 Secretary's current details on the Register ①

Title * Mrs

Full forename(s) Jean Elizabeth

Surname Howarth

① **Current details**
This information is used to identify
your details on the public
record

3 Date of change of details

Date of change of details d0 d1 m0 m1 y2 y0 y1 y0

Please complete the appropriate sections to indicate which of your details
have changed

4 Change of name details

Please enter your new name

Title *

Full forename(s)

Surname

5 Change of service address ②

Building name/number The Company's Registered Office

Street

Post town

County/Region

Postcode

Country

② **Service address**
This is the address that will
appear on the public record
This does not have to be your
usual residential address
Please state 'The Company's
Registered Office' if your
service address is recorded in
the company's register of
secretaries as the company's
registered office
If you provide your residential
address here it will appear on
the public record

CH03

Change of secretary's details

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Signature

I am signing this form on behalf of the company

Signature

Signature

X

J. Z. L. H. A.

X

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

❶ 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

❷ 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

Company name

Alliotts

Address

c/o Alliotts, Friary Court 13-21
High Street

Post town

Guildford

County/Region

Surrey

Postcode

G U 1 3 D L

Country

England

DX

2464 GUILDFORD

Telephone

01483 533119

**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 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

**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