

## Appointment of director or secretary

(Not for resignation (use Form 288b) or change  
of particulars (use Form 288c))

Please complete in typescript,  
or in bold capitals.

CHFP103

Company Number

Company Name in full

### Appointment form

Date of appointment  Day Month Year +Date of Birth  Day Month Year

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

Name Style/Title  \*Honours  Notes on completion appear on reverse

Forename(s)

Surname

Previous Forename(s)  Previous Surname(s)

Usual Residential Address

Post town  Postcode

County / Region  Country

Nationality  +Business occupation

+Other directorships (additional space overleaf)

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

Consent signature  Date

\*Voluntary details

+Directors only

\*\* Delete as appropriate

A director, secretary etc must sign the form below

Signed  Date

Please give the name, address,  
telephone number and, if available,  
a DX number and Exchange of  
the person Companies House should  
contact if there is any query.

Ahmed - Cliffords  
Beehive House  
153 Beehive Lane  
Ilford  
Essex  
IG4 5DX

When you have completed and signed the form please send it to the  
Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff  
for companies registered in England and Wales

or  
Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB

for companies registered in Scotland DX 235 Edinburgh



Company Number

4420378

+ Directors only.

+Other directorships


#### NOTES

Show the full forenames, NOT INITIALS. If the director or secretary is a corporation or Scottish firm, show the name on surname line and registered or principal office on the usual residential line.

Give previous forenames or surname(s) except:

- for a married woman, the name by which she was known before marriage need not be given.
- for names not used since the age of 18 or for at least 20 years

A peer or individual known by a title may state the title instead of or in addition to the forenames and surname and need not give the name by which that person was known before he or she adopted the title or succeeded to it.

#### Other directorships.

Give the name of every company incorporated in Great Britain of which the person concerned is a director or has been a director at any time in the past five years.

You may exclude a company which is, or at all times during the past five years when the person concerned was a director, was

- dormant
- a parent company which wholly owned the company making the return, or
- another wholly owned subsidiary of the same parent company.