In accordance with Section 276 of the Companies Act 2006

# **AP03**

# Appointment of secretary

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

What this form is NOT for
You cannot use this form if y
appointing a corporate secreta
To do this, please use form
AP04 'Appointment of corpora



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→ Filling in this form  Please complete in typescript or in bold black capitals	
ry unless by *	
Please provide any previous names which have been used for business purposes in the past 20 years  Married women do not need to give	
	reviously used
	f required
O Secretary's service address This is the address that will appear on the public record This does not have to be your usual	
ur 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	
public record	

# AP03 Appointment of secretary

5	Signatures	
	I consent to act as secretary of the above named company	O Societas Europaea
New secretary's signature	Signature X	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
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 6		Additional former names     Use this space to enter any     additional names

# 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 880162 Company name PRICEWATERHOUSECOOPERS LEGAL LLP Address 6 HAYS' LANE Post town LONDON County/Region Postcode S E 1 2 H B Country UNITED KINGDOM DX

020 7212 1616

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

### 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, Second Floor, The Linenhall, 32-38 Linenhall Street, Belfast, Northern Ireland, BT2 8BG DX 481 N R Belfast 1

## *i* 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