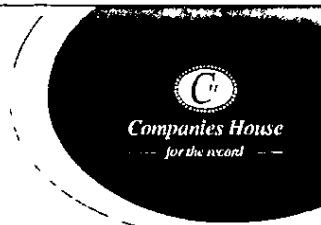


CH04

Change of corporate secretary's details

This form is part of the PROOF scheme. If your company is registered for PROOF, paper versions of this form will be rejected and sent back to the registered office address. Avoid unnecessary rejection and file online. You can view your company's PROOF status on the WebFiling Menu Screen.



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 a corporate secretary

☐ **What this form is NOT for**
You cannot use this form for changing the details of a director. To do this, please use form CH02 'Change of company director's details'.

MONDAY



A14 *A2EKPQSR* 12/08/2013 #206
COMPANIES HOUSE

1	Company details	Filing in this form Please complete in typewritten or bold black capitals. All fields are mandatory unless specified or indicated by *
Company number	5 0 4 6 6 8 8	
Company name in full	Kinard Ltd	
2	Secretary's current details on the Register ¹	Current details This information is used to identify your details on the register.
Corporate body/firm name	Crawford Accountants Ltd	
3	Date of change of details	
Date of change of details	10 1 0 8 2 0 1 3 Please complete the appropriate sections to indicate which of your details have changed.	
4	Change of name details	
Change of corporate body/firm name	Please enter your new name	
5	Change of registered or principal office address ²	Registered or principal address This is the address that will appear on the public record. This address must be a physical location for the delivery of documents, including a PO box number (unless you have a PO box number, please use the LP (Legal Post) Scotland address).
Building name/number	Crawford Accountants	
Street	Ralls House, Parklands Business Park	
	Forest Road, Denmead	
Post town	Waterlooville	
County/Region	Hampshire	
Postcode	P O 7 6 X P	
Country	England	

CH04

Change of corporate secretary's details

6 Change of European Economic Area (EEA) company details¹

Please give any new details of the register where the company file is kept (including the relevant state) and any change of registration number in that register

New details where the company/firm is registered ²

New registration number

1 EEA

A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk

2 This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)

7 Change of non-EEA company details

Please show any change of details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please detail any change to the register in which it is entered (including the state) and any new registration number in that register

Change of details of the legal form of the corporate body or firm

Change of details of governing law

If applicable, new details where the company/firm is registered ³

New registration number

3 Non-EEA


Where you have provided details of the register (including state) where the company or firm is registered you must also provide its number in that register

8 Signature

I am signing this form on behalf of the company

Signature

Signature

X 

For & on behalf of Crawford Accountants Ltd

X

This form may be signed by Director ¹, Secretary, Person authorised ², Administrator, Administrative receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor

1 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

2 Person authorised

Under either section 270 or 274 of the Companies Act 2006

**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	Mrs A L Phillips				
Company name	Crawford Accountants				
Address	Ralls House, Parklands Business Park				
	Forest Road				
	Denmead				
Post town	Waterlooville				
County/Region	Hants				
Postcode	P	O	7	6	X P
Country	England				
DX					
Telephone	02392 251648				

**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 entered 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,
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 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