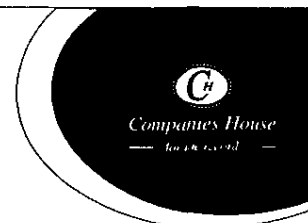


# TM02

## Termination of appointment of secretary



You can use the WebFiling service to file this form online  
Please go to [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

☒ **What this form is for**  
You may use this form  
to terminate the appointment of a  
secretary (individual or corporate)


☐ **What this form is NOT for**  
You cannot use this form if you are  
terminating the appointment of a  
director. To do this, please use form  
TM01 'Termination of appointment  
of director'

THURSDAY



A15 \*AEEUJRCI\*  
03/02/2011  
COMPANIES HOUSE

179

<b>1</b>	<b>Company details</b>	<b>→ Filing in this form</b> Please complete in typescript or in bold black capitals  All fields are mandatory unless specified or indicated by *
Company number	0 5 2 8 7 9 7 3	
Company name in full	AC Bartlett Limited	
<b>2</b>	<b>Secretary's current details on the Register</b>	
	Please give us the current appointment details of this secretary held on the public Register	
Title*	Mrs	
Full forename(s)	Hazel	
Surname/Corporate name	Bartlett	
<b>3</b>	<b>Termination date<sup>①</sup></b>	<b>① Only one secretary appointment can be terminated per form</b>
Date of termination of appointment	<sup>d</sup> 3 <sup>d</sup> 0 <sup>m</sup> 1 <sup>m</sup> 1 <sup>y</sup> 2 <sup>y</sup> 0 <sup>y</sup> 1 <sup>y</sup> 0	
<b>4</b>	<b>Signature</b>	
	I am signing this form on behalf of the company	
Signature	<div>Signature <input checked="" type="checkbox"/>  2/12/10 <input checked="" type="checkbox"/></div> <div>This form may be signed by Director <sup>②</sup>, Secretary, Person authorised <sup>③</sup>, Liquidator, Administrator, Administrative receiver, Receiver, Receiver manager, Charity Commission receiver and manager, CIC manager, Judicial factor</div>	<b>② Societas Europaea</b> 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  <b>③ Person authorised</b> Under either section 270 or 274 of the Companies Act 2006

# TM02

## Termination of 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

Company name

Address

Post town

County/Region

Postcode

Country

DX

Telephone



### 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 correctly entered the name of the secretary being terminated
- ☐ You have included the date of termination
- ☐ 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](http://www.companieshouse.gov.uk) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.companieshouse.gov.uk)