

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 a company's registered office address

X What this form is NOT for

You cannot use this form to:

- Change the registered office address of your company.
- Register or deregister as a limited liability partnership (LLP). To do this, please use form LL AL01.
- Change of registered office address of a limited liability partnership.

SATURDAY



A25 12/02/2011 382
COMPANIES HOUSE

1	Company details
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Company number	0	5	3	1	0	6	8	6
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Company name in full	Arkay Building Services Limited
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→ Filling in this form
Please complete in typescript or in
bold black capitals

All fields are mandatory unless specified or indicated by *

2	New registered office address ①
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The change in registered office address does not take effect until the Registrar has registered this notice

A person may validly serve any document on the company at its previous registered office for 14 days from the date that a change of registered office is registered

Building name/number	Henwood House
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Street Henwood

Post town	Ashford
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County/Region	Kent
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Postcode	T	N	2	4		8	D	H
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❶ Change of registered office
For England and Wales companies, the address provided can either be in England or Wales

For Welsh companies, the address provided must be in Wales

For companies registered in Scotland or Northern Ireland, the address provided must be in Scotland or Northern Ireland respectively

3 Signature

I am signing this form on behalf of the company

Signature

Signature _____

X *Thynd*

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

② 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

③ Person authorised

Under either section 270 or 274 of the Companies Act 2006

AD01

Change of registered office address

**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 **Magee Gammon Partnership LLP**Address **Henwood House****Henwood**Post town **Ashford**County/Region **Kent**

Postcode

T	N	2	4		8	D	H
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Country

DX

Telephone

01233 630000**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 provided the new registered office address in section 2
- ☐ The registered office is in the location where the company was registered e.g. England and Wales, Wales, Scotland, Northern Ireland
- ☐ 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