

TM02

Termination of appointment of secretary



Companies House

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 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
TM01 'Termination of appointment
of director'.

SATURDAY



A09 *A3AHW069* 21/06/2014 #5
COMPANIES HOUSE

1 Company details

Company number	0	5	7	4	5	9	6	2
Company name in full	ABC FINANCIAL SERVICES (ESSEX) LIMITED							

→ **Filling in this form**
Please complete in typescript or in
bold black capitals.
All fields are mandatory unless
specified or indicated by *

2 Secretary's current details on the Register

Please give us the current appointment details of this secretary held on the public Register.	
Title*	MR
Full forename(s)	DAVID ROWLAND
Surname/Corporate name	CLARK

3 Termination date¹

Date of termination of appointment	^d 2 ^d 9	^m 0 ^m 5	^y 2 ^y 0	^y 1 ^y 4
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¹ Only one secretary appointment can be terminated per form.

4 Signature

I am signing this form on behalf of the company.	
Signature	X X
This form may be signed by: Director ² , Secretary, Person authorised ³ , 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.

**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 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