AD01

Change of registered office address



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.

What this form is NO You cannot use this fo the registered office a Limited Liability Partne do this, please use form Change of registered d a limited liability partn



08/08/2012 COMPANIES HOUSE

ase

Company number

Company details

Company name in full

→ Filling in this form Please complete in typescript or in bold black capitals.

All fields are mandatory unless specified or indicated by *

New registered office address •

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

Street

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

Post town

County/Region

Postcode

Signature

I am signing this form on behalf of the company

Signature

Signature



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

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

Person authorised

Under either section 270 or 274 of the Companies Act 2006

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Presenter information	Important 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.	Please note that all information on this form will appear on the public record
visible to searchers of the public record	₩ Where to send
Contact name Company name	You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:
Address	For companies registered in England and Wales: The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ DX 33050 Cardiff
Post town County/Region Postcode Country	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)
Telephone Checklist	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
We may return forms completed incorrectly or with information missing.	Further information
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	For further information, please see the guidance notes on the website at www companieshouse gov uk or email enquines@companieshouse gov uk This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk