100082/40

In accordance with Section 854 of the Companies Act 2006

# ARO1 Annual Return



A fee is payable with this form You can use the WebFiling service to file this form online. Please see 'How to pay' on the Please go to www companieshouse gov uk last page What this form is for What this form is NC You may use this form to confirm You cannot use this fo that the company information is notice of changes to tl correct as at the date of this return officers, registered offi You must file an Annual Return at company type or infor least once every year relating to the compa A36 01/09/2011 **COMPANIES HOUSE** 

Part 1	Company details		
	The section must be completed by all companies	→ Filling in this form Please complete in typescript or in bold black capitals	
		All fields are mandatory unless specified or indicated by *	
A1	Company details		
Company number	0 6 9 9 0 8 6 7	Company name change	
Company name in full	UNITED KINGDOM ANTI-DOPING LIMITED	If your company has recently changed its name, please provide the company name as at the date of this return	
A2	Return date	,	
	Please give the annual return made up date The return date must not be a future date The annual return must be delivered within 28 days of the date given below	O Date of this return Your company's return date is usually the anniversary of	
Date of this return 2		incorporation or the anniversary of the last annual return filed at Companies House You may choose an earlier return date but it must not be a later date	
A3	Principal business activity	<u> </u>	

Date of this return •	date The annual return must be delivered within 28 days of the date given belong the given	is usually the anniversary of incorporation or the anniversary of the last annual return filed at Companies House You may choose an earlier return date but it must not be a later date
	Please show the trade classification code number(s) for the principal activity or activities •	Principal business activity     You must provide a trade     classification code (SIC code) or a
Classification code 1		description of your company's main
Classification code 2		A full list of the trade classification
Classification code 3		codes are available on our website www.companieshouse.gov.uk
Classification code 4		Treat companies nouse gov ak
	If you cannot determine a code, please give a brief description of your business activity below	
Principal activity description	Non-departmental public body which acts as the UK's national	_
	anti-doping agency responsible for educating athletes, testing for	
	doping violations in accordance with the World Anti-Doping Code	_
		_

#### AR01 Annual Return A4 Company type 0 O Company type Please confirm your company type by ticking the appropriate box below (only If you are unsure of your company one box must be ticked) type, please check your latest **Public limited company** certificate of incorporation or our Private company limited by shares www.companieshouse.gov.uk Private company limited by guarantee $\square$ Private company limited by shares exempt under section 60 Private company limited by guarantee exempt under section 60 Private unlimited company with share capital Private unlimited company without share capital Α5 Registered office address 9 Building name/number Oceanic House O Change of registered office This must agree with the address Street that is held on the Companies House 1a Cockspur Street record at the date of this return If the registered office address has changed, you should complete form Post town London AD01 and submit it together with County/Region this annual return Postcode W 5 В S Single alternative inspection location (SAIL) of the A6 company records (if applicable) • **⊙** SAIL address Building name/number This must agree with the address that is held on the Companies House Street record at the date of this return If the address has changed, you should complete form AD02 and Post town submit it together with this annual County/Region Postcode Location of company records © Α7 O Location of company records Please tick the appropriate box to indicate which records are kept at the SAIL If the company records are held at address in Section A6 the registered office address, do not Register of members tick any of the boxes in this section Register of directors Certain records must be kept by Directors' service contracts every company while other records Directors' indemnities are only kept by certain company types where appropriate. Register of secretaries Records of resolutions etc If the records are not kept at the SAIL address, they must be available Contracts relating to purchase of own shares at the registered office Documents relating to redemption or purchase of own share out of capital by private company If any of the company records have moved from the registered office Register of debenture holders to the address in Section A6 since Report to members of outcome of investigation by public company into the last annual return, you must interests in its shares complete form AD03 and submit it together with this annual return Register of interests in shares disclosed to public company Instruments creating charges and register of charges England and Wales or Northern Ireland Instruments creating charges and register of charges Scotland

Part 2	Officers of the company		
	This section should include details of the company at the date to which this annual return is made up  For a secretary who is an individual, go to Section B1	Continuation pages Please use a continuation page if you need to enter more officer details.	
	<ul> <li>→ For a corporate secretary, go to Section C1</li> <li>→ For a director who is an individual, go to Section D1</li> <li>→ For a corporate director, go to Section E1</li> </ul>		
Secretary			
B1	Secretary's details •	····	
	Please use this section to list all the secretaries of the company For a corporate secretary, complete Section C1-C4	Secretary appointments You may not use this form to appoint a secretary To do this,	
Title*		please complete form AP03 and submit it together with this annual	
Full forename(s)		return	
Surname		Corporate details Please use Section C1-C4 to enter corporate secretary details.	
Former name(s) •		Secretary details All details must agree with those previously notified to Companies House If you have made changes since the last annual return and have not notified us, please complete form CH03  Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.	
B2	Secretary's service address •		
Building name/numbe	H	Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The	
Post town		<ul> <li>Company's Registered Office' in the address.</li> </ul>	
County/Region		This information will appear on the public record	
Postcode		public record	
Country		<del>-</del>	

#### **Corporate secretary**

C1	Corporate secretary's details •	
	Please use this section to list all the corporate secretaries of the company	O Corporate secretary appointments You cannot use this form to appoint
Corporate body/firm name		a corporate secretary To do this, please complete form AP04 and submit it together with this annual return
Building name/number		Corporate secretary details
Street		All details must agree with those previously notified to Companies House If you have made changes since the last annual return and have
Post town		not notified us, please complete form CH04
County/Region		This information will appear on the
Postcode		public record
Country		
C2	Location of the registry of the corporate body or firm	
	Is the corporate secretary registered within the European Economic Area (EEA)?  → Yes Complete Section C3 only  → No Complete Section C4 only	
C3	EEA companies	
	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	© EEA  A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk
Where the company/ firm is registered		This is the register mentioned in Article 3 of the First Company Law
Registration number		Directive (68/151/EEC)
C4	Non-EEA companies	
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	O 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
Legal form of the corporate body or firm		that register
Governing law		
If applicable, where the company/firm is registered ©		
If applicable, the registration number		

D1	Director's details •		
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	Our cannot use this form to appoint a director To do this, please	
Title*	Mr	complete form APO1 and submit it together with this annual return	
Full forename(s)	David	Corporate details	
Surname	Kenworthy	Please use Section E1-E4 to enter corporate director details.	
Former name(s) <b>②</b>		Director details  All details must agree with those previously notified to Companies	
Country/State of residence	UK	House If you have made changes since the last annual return and have not notified us, please	
Nationality	British	complete form CH01	
Date of birth	1 2 0 7 1 9 4 8	Please provide any previous names	
Business occupation (if any)	Company Director	which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.	
D2	Director's service address®		
Building name/number	The Company's Registered Office	Service address If you have previously notified	
Street		Companies House that the service address is at 'The Company's Registered Office', please state 'The	
Post town		Company's Registered Office' in t address.	
County/Region		This information will appear on the public record	
Postcode		papie record	
Country			

D1	Director's details <sup>0</sup>	-
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	Director appointments     You cannot use this form to     appoint a director To do this, please
Title*	Mr	complete form APO1 and submit it together with this annual return
Full forename(s)	Philip George	Corporate details
Surname	Carling	Please use Section E1-E4 to enter corporate director details
Former name(s)		Director details  All details must agree with those previously notified to Companies
Country/State of residence	ик	House If you have made changes since the last annual return and have not notified us, please
Nationality	British	complete form CH01  Former name(s)  Please provide any previous names
Date of birth	2 5 7 7 1 9 4 6	
Business occupation (if any)		which have been used for business purposes during the period of this return Married women do not need to give former names unless previously used for business purposes
D2	Director's service address®	
Building name/number	The Company's Registered Office	Service address  If you have previously notified
Street		Companies House that the service address is at 'The Company's
Destate		Registered Office', please state 'The Company's Registered Office' in the
Post town		address.
County/Region	<u> </u>	This information will appear on the public record
Postcode		
Country		

D1	Director's details •	
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	O Director appointments You cannot use this form to appoint a director To do this, please
Title*		complete form AP01 and submit it together with this annual return
Full forename(s)	Michael Thomas	Corporate details Please use Section E1-E4 to enter
Surname	Brace	corporate director details
Former name(s) •		Director details  All details must agree with those previously notified to Companies
Country/State of residence	UK	House If you have made changes since the last annual return and have not notified us, please
Nationality	British	complete form CH01
Date of birth	4   5   6   Y   5   6	• Former name(s) Please provide any previous names
Business occupation (if any)		which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.
D2	Director's service address €	
Building name/numbe	The Company's Registered Office	Service address  If you have previously notified
Street		Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the
Post town		address.
County/Region		This information will appear on the public record
Postcode		F
Country		

D1	Director's details O	
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	O Director appointments You cannot use this form to appoint a director To do this, please
Title*	Professor	complete form APO1 and submit it together with this annual return
Full forename(s)	John	Corporate details Please use Section E1-E4 to enter
Surname	Brewer	corporate director details
Former name(s)		Director details  All details must agree with those previously notified to Companies
Country/State of residence	UK	House If you have made changes since the last annual return and have not notified us, please
Nationality	British	complete form CH01
Date of birth	3 0 9 2 4	Pormer name(s) Please provide any previous names
Business occupation (if any)		which have been used for business purposes during the period of this return Married women do not need to give former names unless previously used for business purposes
D2	Director's service address <sup>©</sup>	
Building name/number	The Company's Registered Office	Service address  If you have previously notified
Street		Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the
Post town		address.
County/Region		This information will appear on the public record
Postcode		, , , , , , , , , , , , , , , , , , ,
Country		

D1	Director's details •		
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	O Director appointments You cannot use this form to appoint a director To do this, please	
Title*		complete form APO1 and submit it together with this annual return	
Full forename(s)	Andrew John Robert	Corporate details Please use Section E1-E4 to enter	
Surname	Sellers	corporate director details	
Former name(s)		Director details  All details must agree with those previously notified to Companies  House If you have made changes	
Country/State of residence	UK	since the last annual return and have not notified us, please	
Nationality	British	complete form CH01	
Date of birth	0         9         5         8	Please provide any previous names	
Business occupation (if any)		which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.	
D2	Director's service address   Output  Director's service address		
Building name/numbe	The Company's Registered Office	Service address  If you have previously notified	
Street		Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the	
Post town		address.	
County/Region		This information will appear on the public record	
Postcode		Pagnation	
Country			

D1	Director's details •	
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4.	O Director appointments You cannot use this form to appoint a director To do this, please
Title*		complete form AP01 and submit it together with this annual return
Full forename(s)	Justin John	Corporate details Please use Section E1-E4 to enter
Surname	Turner	corporate director details
Former name(s) •		Director details  All details must agree with those previously notified to Companies
Country/State of residence	UK	House If you have made changes since the last annual return and have not notified us, please
Nationality	British	complete form CH01
Date of birth	0 6 0 2 4 9 6 S	Former name(s)     Please provide any previous names
Business occupation (if any)	Barnster	which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.
D2	Director's service address	
Building name/numbe	The Company's Registered Office	Service address  If you have previously notified
Street		Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the
Post town		address.
County/Region		This information will appear on the public record
Postcode		
Country		

Full forename(s)  Janice  Surname  Shardlow  Former name(s)  Country/State of residence Nationality  British  Date of birth  Business occupation (if any)  Director's service address  Director's Registered Office  Director's Registered Office  The Company's Registered Office  Corporate details Corporate details  Please use Section E1-E4 to enter corporate director details  All details must agree with those previously notified to Companies  House If you have made changes since the last annual return and have not notified us, please complete form CH01  Former name(s)  Please provide any previous names which have been used for business purposes during the period of this return Married women do not need to give former names unless previously used for business purposes.  Director's service address  Building name/number  The Company's Registered Office	D1	Director's details •	
Trull forename(s) Janice  Surname Shardlow  Former name(s)  Surname Shardlow  Former name(s)  Country/State of residence Nationality British  Date of birth 1 5 0 5 1 5 8  Business occupation (if any)  Date of companies occupation (if any)  Offermer names (if you have previously notified occupation (if any)  Offermer names (if you have previously notified occupation (if any)  Offermer names (if you have previously notified occupation (if any)  Offermer names (if you have previously notified occupation (if any)  Offermer names (if you have previously notified occupation (if any)  Offermer names (if			You cannot use this form to
Surname Shardlow Please use Section E1-E4 to enter corporate director details  Director details All details must agree with those previously notified to Companies House If you have made changes since the last annual return and have not notified us, please complete form CH01  Permer name(s) Please provide any previous names which have been used for business purposes during the period of this return Married women do not need to give former names unless previously used for business purposes.  D2 Director's service address Please address Please previously used for business purposes.  D3 Director's service address Please address Please sturing the period of this return Married women do not need to give former names unless previously used for business purposes.  D4 Service address If you have previously notified Companies House that the service address is at The Company's Registered Office' in the address.  This information will appear on the public record	Title*		
Surname   Shardlow   Corporate director details   Director details   Director details   Director details   All details must agree with those prevously notified to Companies   House if you have made changes since the last annual return and have not notified us, please complete form CH01   String   St	Full forename(s)	Janice	
All details must agree with those previously notified to Companies House If you have prace changes since the last annual return and have not notified us, please complete form CH01  British  Date of birth	Surname	Shardlow	
County//State of residence  UK  Nationality  British  Date of birth  Date of birt	Former name(s)		All details must agree with those previously notified to Companies
Date of birth	Country/State of residence	UK	since the last annual return and have not notified us, please
Date of birth    1   5   0   9   1   9   5   8    Business occupation (if any)    Director's service address   Director's service address   Director's service address     Street   Company's Registered Office     Post town   County/Region     Postcode   Postcode   Please provide any previous names which have been used for business purposes during the period of this return Married women do not need to give former names unless previously used for business purposes.    Post town   Postcode   Postcode   Please provide any previous names which have been used for business purposes during the period of this return Married women do not need to give former names unless previously used for business purposes.    Postcode   Postcode   Please provide any previous names which have been used for business purposes during the period of this return Married women do not need to give former names unless previously used for business purposes.    Postcode   Postcode   Please provide any previous names which have been used for business purposes during the period of this return Married women do not need to give former names unless previously used for business purposes.    Postcode   Postcode   Please provide any previous names which have been used for business purposes and settlement of this return Married women do not need to give former names unless previously used for business purposes.    Postcode   Postcode   Please provide any previous purposes and settlement of this return Married women do not need to give former names unless previously used for business purposes.    Postcode   Please provide any period of this return Married women do not need to give former names unless purposes.    Postcode   Please provide any period of this return Married women do not need to give former names unless purposes.    Postcode   Please provide address   Please provide and period of this return Married women do not need to give for business purposes.	Nationality	·	1 '
Business occupation (if any)  D1  D1  D1  D1  D1  D1  D1  D1  D1  D	Date of birth	4  5  0  9  1  9  5  8	Please provide any previous names
Building name/number The Company's Registered Office  Street  Post town  County/Region  Postcode  Street  The Company's Registered Office' in the address.  This information will appear on the public record			purposes during the period of this return. Married women do not need to give former names unless previously used for business
Post town  County/Region  Postcode  If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.  This information will appear on the public record	D2	Director's service address	
Street  Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.  County/Region  Postcode  Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.  This information will appear on the public record	Building name/number	The Company's Registered Office	
Post town  County/Region  Postcode  address.  This information will appear on the public record	Street		Companies House that the service address is at 'The Company's Registered Office', please state 'The
Postcode public record	Post town		
Postcode	County/Region		
Country	Postcode		,
	Country		

### **Corporate director**

E1	Corporate director's details •	
	Please use this section to list all the corporate director's of the company	O Corporate director appointments You cannot use this form to appoint a corporate director To do this,
Corporate body/firm name		please complete form AP02 and submit it together with this annual return
Building name/number		Corporate director details All details must agree with those
Street		previously notified to Companies House If you have made changes since the last annual return and hav not notified us, please complete
Post town		form CH02  This information will appear on the
County/Region		public record
Postcode	<u> </u>	
Country		
E2	Location of the registry of the corporate body or firm	
	Is the corporate director registered within the European Economic Area (EEA)?  → Yes Complete Section E3 only  → No Complete Section E4 only	
E3	EEA companies ®	<del></del> ,
Silvery the accessory	Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register	● EEA  A full list of countries of the EEA car be found in our guidance www.companieshouse.gov.uk
Where the company/ firm is registered <b>⊙</b>		This is the register mentioned in Article 3 of the First Company Law
Registration number		Directive (68/151/EEC)
E4	Non-EEA companies	<u>'</u>
_	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	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
Legal form of the corporate body or firm		that register
Governing law		
If applicable, where the company/firm is registered ©		
If applicable, the registration number		

Part 3	Statement of capital o					
Í	Does your company have share capital?  → Yes Complete the sections below and the following Part 4  → No Go to Part 5 (Signature)  On This should reflect the capital status at the mathematic samual return.				tatus at the made up date of	
F1	Share capital in pound sterling (£)					
Please complete the ta If all your issued capita			ld in pound sterling and then go to Section F4			
Class of shares (E.g. Ordinary/Preference etc	)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shar	res Ø	Aggregate nominal value •
						£
						£
						£
						£
			Totals			£
F2	Share capital in	other currencies	<u> </u>			
Please complete the ta Please complete a sep			In other currencies			
Currency						
Class of shares (E g Ordinary/Preference etc )		Amount paid up on each share ②	Amount (If any) unpaid on each share	Number of shares   Aggregate nomin		Aggregate nominal value 4
		<u> </u>				
						-
	<u> </u>					<u> </u>
Currency						
Class of shares (E g Ordinary/Preference etc.)		Amount paid up on each share ②	Amount (if any) unpaid on each share	Number of shares   Aggregate nom		Aggregate nominal value 4
			Totals			
FB	Totals					
	Please give the tot issued share capita		d total aggregate nominal	value of	Please I	ggregate nominal value ist total aggregate values in
Total number of shares						t currencies separately For e £100 + €100 + \$10 etc
Total aggregate nominal value 😉						
<ul> <li>Including both the noming share premium</li> <li>Total number of issued states</li> </ul>		Number of shares issurnominal value of each	share. Ple	ntinuation Pag ase use a Stater ge if necessary		tal continuation

F4	Statement of capital (Voting rights)				
	Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in <b>Sections F1</b> and <b>F2</b>				
Class of share					
Voting rights					
Class of share					
Voting rights					
Class of share					
Voting rights					
Class of share					
Voting rights					

Part 4	Shareholders					
	Does your company have share capital?  → Yes Complete the sections below → No Go to Part 5 (Signature)	This should reflect the shareholder details at the made up date of this annual return				
G1	Traded public companies ®					
	Please tick the box if your company was a traded public company at any time during the period of this return	● Traded company definition A traded company means a company any of whose shares are admitted to trading on a regulated market				
G2	List of past and present shareholders					
	Private and non-traded public companies are required to provide a 'full list' if one was not included with either of the last two returns	·				
	Traded public companies are required to provide a list of shareholders who held at least 5% of the issued shares of any share class if a list was not provided with either of the last two returns					
	Please tick the appropriate box below					
	A full list of shareholders for a private or non-traded public company is enclosed Please complete <b>Section G3</b> , or					
	A list of shareholders holding at least 5% of the issued shares of any share class for a traded public company is enclosed. Please complete Section G4					
	<ul> <li>A list of shareholder changes is enclosed</li> <li>→ For private or non-traded public companies, please complete Section G3</li> <li>→ For traded public companies, please complete Section G4</li> </ul>					
	☐ There were no shareholder changes in this period → Go to Part 5 (Signature)					
	Please tick the appropriate box below to indicate the format of your shareholder details					
	☐ The list of shareholders is enclosed on paper ☐ The list of shareholders is enclosed in another format					

#### G3

# Private or non-traded public companies – list of past and present shareholders

This section should only be completed by companies that have not traded on a regulated market at any time during the period of this return

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

#### **Further shareholders**

Please use a 'Private or non-traded public companies – list of past and present shareholders' continuation page if necessary

l		page ii iiccessury		
		Shares or stock Currently held Shares or stock transferred (if appropriate		red (if appropriate)
Shareholder's Name (Address not required)	Class of share	Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
				l l
				1 1
				1 1
				l l
				i i
				l I
				1 1
				1 1
				<i>i i</i>
				l l
<u> </u>				l l
			-	1 1
			<u> </u>	1 1
				ı

#### G4

#### Traded public companies - list of past and present shareholders

This section should show the shareholders that hold at least 5% of any class of share(s) of the company at the date of this return. It should only be completed by public companies that have traded on a regulated market at any time during the period of this return.

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders Please use a 'Traded public companies – list of past and present shareholders' continuation page if necessary

		Shares or stock currently held	Shares or stock transferred (if appropriate)	
Shareholder's details	Class of share	Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
Name				1 1
Address				, ,
				1 1
Name				1 1
Address				, ,
				; ;
Name			·	1 1
Address				1 1
				1 1
Name				1 1
Address				1 1
				l l

Part 5	Signature		
	This must be completed by all companies	Societas Europaea     If the form is being filed on behalf	
	I am signing this form on behalf of the company	of a Societas Europaea (SE) please delete 'director' and insert details	
Signature	Thus form may be sugged by	of which organ of the SE the person signing has membership  Person authorised Under either section 270 or 274 of the Companies Act 2006	
	This form may be signed by Director • Secretary, Person authorised • Charity commission receiver and manager, CIC manager, Judicial factor		

# 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 Paul Evans
Company name UK Anti-Doping Ltd
Address Oceanic House
1a Cockspur Street
Post town London
County/Region
Postcode S W 1 Y 5 B G
Country UK
DX
020 7766 7389

# ✓ 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 completed your principal business activity
   You have not used this form to make changes to the registered office address.
- You have not used this form to make changes to secretary and director details
- You have fully completed the Statement of capital (if applicable)
- ☐ You have signed the form
- ☐ You have enclosed the correct fee

#### Important information

Please note that all information on this form will appear on the public record

#### £ How to pay

A fee is payable on this form

Make cheques or postal orders payable to 'Companies House' For information on fees, go to www.companieshouse.gov.uk

#### ✓ 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