

AP03

Appointment of secretary

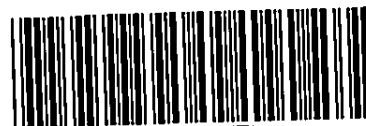


You can use the WebFiling service to file this form online.
Please go to www.companieshouse.gov.uk

☒ What this form is for
You may use this form to appoint
an individual as a secretary.

☐ What this form is
You cannot use this
form to appoint a corpo-
ration. To do this, please use
AP04 'Appointment
of secretary'.

MONDAY



A15 *A80E9JHT* 45
26/04/2010
COMPANIES HOUSE

1 Company details

Company number 7 1 9 3 0 2 6

Company name in full A.E. Monck Consultants

→ Filing in this form
Please complete in typewritten or in
bold block capitals.

All fields are mandatory unless
specified or indicated by *

2 Date of secretary's appointment

Date of appointment 1 8 2003 22 01 10

3 New secretary's details

Title* Mrs

Full forename(s) Barbara May

Surname Monck

Former name(s)* Lloyd

① Former name(s)
Please provide any previous names
which have been used for business
purposes in the past 20 years.
Married women do not need to give
former names unless previously used
for business purposes.
Continue in section 6 if required.

4 New secretary's service address *

Please complete your service address below

Building name/number 52

Street

SPRING FIELD RD
ROWDE

Post town

DEVIZES

County/Region

WILTSHIRE

Postcode

SN1 0 2PB

Country

ENGLAND



② Secretary's service address
This is the address that will
appear on the public record. This
does not have to be your usual
residential address.
Please state 'The Company's
Registered Office' if your service
address is recorded in the company's
register of secretaries in the
company's registered office.
If you provide your residential
address here it will appear on the
public record.

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Signatures

	I consent to act as secretary of the above named company		
New secretary's signature	<input checked="" type="checkbox"/> 	<input checked="" type="checkbox"/>	● 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 170 or 219 of the Companies Act 2006.
Authorising signature	<input checked="" type="checkbox"/> 	<input checked="" type="checkbox"/>	
This form may be signed and authorised by: Director [●] , Secretary, Person authorised [●] , Administrator, Administrative Receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor			

6

Additional former names (continued from Section 3)

Former names [●]		● Additional former names Use this space to enter any additional names.

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**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 form

Company name

Address

Postcode

Telephone

Fax

E-mail

Date

Signature

**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 the date of appointment
- ☐ You have provided the service address
- ☐ The address must be a physical location. It cannot be a PO Box number (unless part of a full address), DX or LP (Legal Post in Scotland) number
- ☐ You have included all former names used for business purposes over the last 20 years
- ☐ The new secretary has signed the form
- ☐ You have provided an authorising signature.

**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, EH6 9FF
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post)

For companies registered in Northern Ireland
The Registrar of Companies, Companies House,
First Floor, Waterfront Plaza, 8 Laganbank Road,
Belfast Northern Ireland BT1 3BS.
DX 481 NR 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