

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**
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COMPANIES HOUSE

please
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1 Company details

Company number
Company name in full

→ **Filing 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

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

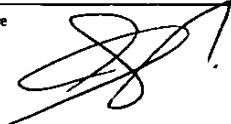
A person may validly serve any document on the company at its previous
registered office for 14 days from the date that a change of registered office is
registered

Building name/number
Street
Post town
County/Region
Postcode

① **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 



This form may be signed by
Director ②, Secretary, Person Authorised ②, 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

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	Presenter information
<p>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.</p>	
Contact name	Colin Campbell
Company name	Spectrum Printing and Packaging Ltd
Address	41a Somerset Ave
Post town	Yate
County/Region	
Postcode	BS37 7ER
Country	
DX	
Telephone	07531092117
	Checklist
<p>We may return forms completed incorrectly or with information missing</p>	
<p>Please make sure you have remembered the following</p> <ul style="list-style-type: none"> <input type="checkbox"/> The company name and number match the information held on the public Register <input type="checkbox"/> You have provided the new registered office address in section 2 <input type="checkbox"/> The registered office is in the location where the company was registered e.g. England and Wales, Wales, Scotland, Northern Ireland <input type="checkbox"/> You have signed the form 	

	Important information
<p>Please note that all information on this form will appear on the public record</p>	
	Where to send
<p>You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below</p>	
<p>For companies registered in England and Wales The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ DX 33050 Cardiff</p>	
<p>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)</p>	
<p>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</p>	
	Further information
<p>For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk</p>	
<p>This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk</p>	