

RP04

Second filing of a document previously delivered

BLUEPRINT

OneWorld

✓ What this form is for
You can only use this form to file a second filing of a document delivered under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies

A second filing of a document must only be filed where it is providing corrected information that has been properly delivered but inaccuracies still appear on the register

✗ What this form is NOT for
You cannot use this form to file a second filing of a document delivered under the Companies Act 1985 regardless of when it was delivered

A second filing of a document cannot be filed where it is correcting information that was originally properly delivered. Form RP01 must be used in these circumstances

For further information, please refer to our guidance at www.companieshouse.gov.uk



A4ZI01AI
A09 27/01/2016 #330
COMPANIES HOUSE

1 Company details

Company number 0 9 0 9 3 7 3 8

Company name in full Guidebook Limited

→ Filing in this form

Please complete in typescript or in bold black capitals

All fields are mandatory unless specified or indicated by *

2 Description of the original document

Document type ①

Form AP01

① Description of the original document

Please enter the document type (e.g. a Return of allotment of shares—SH01) and any distinguishing information if more than one document of that type was filed on the same day

Date of registration of the original document d 2 d 0 m 0 m 6 y 2 y 0 y 1 y 4

3 Applicable documents

This form only applies to the following forms

AP01 Appointment of director
AP02 Appointment of corporate director
AP03 Appointment of secretary
AP04 Appointment of corporate secretary
CH01 Change of director's details
CH02 Change of corporate director's details
CH03 Change of secretary's details
CH04 Change of corporate secretary's details
TM01 Termination of appointment of director
TM02 Termination of appointment of secretary
SH01 Return of allotment of shares
AR01 Annual Return

4 Section 243 Exemption②

If you are applying for, or have been granted, exemption under section 243 of the Companies Act 2006 and the document(s) you are updating contain(s) your usual residential address, please post this form along with the updated document(s) to the address below

The Registrar of Companies, PO BOX 4082, Cardiff, CF14 3WE

② If you are currently in the process of applying for or have been granted a Section 243 exemption, you may wish to check that you have not entered your usual residential address as the service address in the accompanying form (e.g. AP01 or CH01)

RP04

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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 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 can only use this form to file a second filing of a document delivered to the Registrar of Companies under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies
- ☐ If you are updating a document where you have previously paid a fee, do not send a fee along with this form
- ☐ You have enclosed the second filed document(s)
- ☐ If the company to which this document relates has signed up to the PROOF (PROtected Online Filing) scheme, you must also deliver with this form, and the second filed document(s), a PR03 form 'Consent for paper filing'



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

Section 243 exemption

If you are applying for or have been granted a section 243 exemption, please post this whole form to the different postal address below
The Registrar of Companies, PO Box 4082,
Cardiff, CF14 3WE



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

AP01

Appointment of director

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Go online to file this information
www.gov.uk/companieshouse

☒ **What this form is for**
You may use this form to appoint
an individual as a director

☒ **What this form is NOT for**
You cannot use the form to appoint
a corporate director. To do this,
please use form AP02 'Appointment
of corporate director'

For further information, please
refer to our guidance at
www.gov.uk/companieshouse

1 Company details

Company number 0 9 0 9 3 7 3 8

Company name in full Guidebook Limited

→ Filling in this form

Please complete in typescript or in
bold black capitals.

All fields are mandatory unless
specified or indicated by *

2 Date of director's appointment

Date of appointment ^d 2 ^d 0 ^m 0 ^m 6 ^y 2 ^y 0 ^y 1 ^y 4

3 New director's details

Title*

Full forename(s) Jeffrey

Surname Lewis

Former name(s) ^① Jeff Lewis

Country/State of
residence ^② United States

Nationality American

Month/year of birth ^③ X X ^m 0 ^m 8 ^y 1 ^y 9 ^y 8 ^y 5

Business occupation
(if any) ^④ CEO

① Former name(s)

Please provide any previous names
(including maiden or married names)
which have been used for business
purposes in the last 20 years.

Continue in section 7 if required

② Country/State of residence

This is in respect of your usual
residential address as stated in
section 4a

③ Month and year of birth

Please provide month and year only
Provide full date of birth in
section 3a

④ Business occupation

If you have a business occupation,
please enter here. If you do not,
please leave blank

4 New director's service address ^⑤

Please complete your service address below. You must also complete your usual
residential address in Section 4a

Building name/number The Company's Registered Office

Street

Post town

County/Region

Postcode

Country

⑤ 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 directors as the
company's registered office

If you provide your residential
address here it will appear on the
public record

AP01

Appointment of director

5

Consent to act as director

Please tick the box to confirm consent

- ☒ The company confirms that the person named in section 3 has consented to act as a director of the company named in section 1

6

Signature

I am signing this form on behalf of the company

Signature

Signature

X



For and on behalf of Taylor
Wessing secretaries Limited

X

This form may be signed and authorised by
Director ¹, Secretary, Person authorised ², Administrator, Administrative
Receiver, Receiver, Receiver manager, Charity commission receiver and manager,
CIC manager, Judicial factor

¹ 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

² Person authorised

Under either section 270 or 274 of the Companies Act 2006

7

Additional former names (continued from Section 3)

Former names ³

³ Additional former names

Use this space to enter any additional names

AP01

Appointment of director

**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

Taylor Wessing LLP

Address

5 New Street Square

Post town

London

County/Region

Postcode

E

C

4

A

3

T

W

Country

United Kingdom

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 completed the date of appointment
- ☐ You have included all former names used for business purposes over the last 20 years
- ☐ You have completed the nationality box
- ☐ You have provided the month and year of birth in section 3
- ☐ You have provided a business occupation if you have one
- ☐ You have provided your full date of birth in section 3a
- ☐ You have provided both the service address and the usual residential address
- ☐ Addresses must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) number
- ☐ You have enclosed a relevant section 243 application if applying for this at the same time as completing this form
- ☐ You have ticked the consent to act statement in section 5
- ☐ You have signed the form

**Important information**

Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses and day of birth.

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DX ED235 Edinburgh 1
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**Further information**

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