

RP CH01

Correction of a director's date of birth which was incorrectly stated on incorporation



Companies House

☒ **What this form is for**
You may use this form, in
conjunction with form RP02a, to
correct a director's date of birth that
was incorrectly stated on form IN01.

☒ **What this form is NOT for**
You should not use this form unless
you have also sent form RP02a
to rectify the director's date of birth
which was incorrectly stated on
form IN01.

You cannot use this form to change
any other details of a director. To do
this, please use form CH01 'Change
of director's details'.

WEDNESDAY



A05 *A913UDZ6* 18/03/2020 #17
COMPANIES HOUSE

Please send a form RP02a along with this form. You do not need to send another RP02a if you
have already rectified the incorrect date of birth on a previous RP02a.

1 Company details

Company number
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 *

2 Director's details on the Register ¹

Title*
Full forename(s)
Surname

1 Current details
This information is used to identify
the director on the public record

3 Correct month and year of birth

Month/year of birth ²

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

4 Signature

I am signing this form on behalf of the company.

Signature

Signature

X

X

This form may be signed by:
Director, Secretary, Person authorised ³, Administrator, Administrative receiver,
Receiver, Receiver manager, Charity commission receiver and manager, CIC
manager, Judicial factor.

3 Person authorised
Under either section 270 or 274 of
the Companies Act 2006.

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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 have provided the month and year of birth in section 3.
- ☒ You have signed the form.
- ☒ You have also sent form RP02a to rectify the director's date of birth which was incorrectly stated on incorporation.
- ☒ If you are signed up to PROOF, that you file form PR03 alongside this form.



Important information

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



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.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse