

# OS AP01

## Appointment of director of an overseas company



Companies House

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

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

WEDNESDAY



### 1 Overseas company details

Company number

Company name in full  
or alternative name as  
registered in the UK

→ **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

### 3 New director's details

Title\*

Full forename(s)

Surname

Former name(s) ①

Country/State of  
residence ②

Nationality

Month/year of birth ③

Business occupation  
(if any) ④

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 8 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

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.

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

# OS AP01

## Appointment of director of an overseas company

### 5 Director's authority

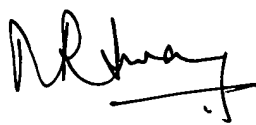
Please enter the extent of your authority as director. Please tick one box.		<b>❶</b> If you have indicated that the extent of your authority is limited, please provide a brief description of the limited authority in the box below.  <b>❷</b> If you have indicated that you are not authorised to act alone but only jointly, please enter the name(s) of the person(s) with whom you are authorised to act below.
Extent of authority	<input checked="" type="checkbox"/> Limited <b>❶</b> <input type="checkbox"/> Unlimited	
Description of limited authority, if applicable	AS PER ANNEXURE 'A' ATTACHED	
	Are you authorised to act alone or jointly? Please tick one box.  <input type="checkbox"/> Alone <input checked="" type="checkbox"/> Jointly <b>❷</b>	
If applicable, name(s) of person(s) with whom you are acting jointly	AS PER ANNEXURE 'B' ATTACHED  	

### 6 UK establishments

A return must be delivered in respect of any alteration to the company particulars by each UK establishment. If, however, a company has more than one UK establishment, it may deliver only one form in respect of all those UK establishments, provided it completes the table below.

UK establishment name	Registration number							

### 7 Signature

Signature	<div>Signature</div> <div>X  X</div>
This form may be signed and authorised by: Director, Secretary, Permanent representative.	

### 8 Additional former name(s) (continued from Section 3)

Former name(s) <b>❸</b>	<div><b>❸ Additional former names</b> Use this space to enter any additional names.</div>
<div></div> <div></div> <div></div> <div></div>	

**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	RAMASWAMY NARAYANAN									
Company name	GIC OF INDIA - UK BRANCH									
Address	40 LIME STREET									
3RD FLOOR										
Post town	LONDON									
County/Region	LONDON									
Postcode	E	C	3	M	7	A	W			
Country	UNITED KINGDOM									
DX										
Telephone	020 7663 5665									

**Checklist**

**We may return forms completed incorrectly or with information missing.**

**Please make sure you have remembered the following:**

- ☒ The company name and number as registered in the UK 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 in Section 3.
- ☒ You have provided a correct date of birth.
- ☒ You have provided a business occupation if there is one.
- ☒ 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 higher protection application if applying for this at the same time as completing this form.
- ☒ You have entered the extent of the director's authority in Section 6.
- ☐ You have completed Section 6, if applicable.
- ☒ 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.**

**Where to send**

**You may return this form to any Companies House address:**

**England and Wales:**

The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.

**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).

**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.

**Higher protection**

If you are applying for, or have been granted, higher protection, 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.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.gov.uk/companieshouse)**

**DESCRIPTION OF LIMITED AUTHORITY OF DIRECTORS**

Without prejudice to the general powers conferred by the Act and the other powers conferred by these Articles it is hereby expressly declared that the Directors shall, subject to the provisions of the Act, have the following powers and authorities, that is to say :-

(i) To pay all costs, charges and expenses incurred in the formation and registration of the Company.

(ii) To purchase, take on lease or otherwise acquire for the Company, property rights or privileges which the Company is authorised to acquire at such price, and generally on such terms and conditions as they think fit.

**Sanction of Capital Expenditure and works of capital nature**

(iii) To authorise the undertaking of works of a capital nature and to sanction capital expenditure

**To secure contract by mortgage**

(iv) To secure fulfilment of any contract or agreement entered into by the Company, by Mortgage or charge of all or any of the property of the Company or in such other manner as they may think fit.

**To appoint Officers etc.**

(v) To appoint and at their discretion, remove or suspend such Managers, Secretaries, Officers, Clerks, Agents and servants for permanent, temporary or special services as they may, from time to time, think fit and to determine their powers and duties and fix their salaries or emoluments, and to require security in such instances and to such amount as they think fit.

**To give receipts etc.**

(vi) make and give receipts, releases and other discharges for money payable to the Company and for the claims and demand of the Company.

**To appoint attorneys**

(vii) From time to time, to provide for the management of the affairs of the Company abroad in such manner as they think fit, and in particular to appoint any person to be attorneys or agents of the Company with such powers (including power to sub-delegate) and upon such terms as may be thought fit.

**To invest moneys.**

(viii) To invest and deal with any of the moneys of the Company not immediately required for the purposes thereof in such manner as they may think fit, and from time to time to vary or realise such investments.

**To make bye-laws.**

(ix) From time to time to make, vary and repeal bye-laws for the regulations of the business of the Company or its Board or its officers and servants.

**To execute contracts.**

(x) To enter into all such negotiations and contracts and rescind and vary all such contracts and execute and do all such acts, deeds and things in the name and on behalf of the Company as they may consider expedient for or in relation to any of the matters aforesaid, or otherwise for the purpose of the Company.

**To give allowances etc.**

(xi) To give, award or allow any bonus, pension, gratuity or compensation to any employees of the Company or his widow, children or dependents, that may appear to the Directors just or proper, whether such employee, his , widow, children or dependents have, or have not a legal claim upon the Company.

**To create beneficial funds.**

(xii) To set aside such sums as they may think fit to form a fund to provide for the pension, gratuity or compensation or create a provident fund or benefit, fund in such manner as the Directors may deem fit.

**To sub-delegate.**

(xiii) To sub-delegate all or any of the powers, authorities and discretion for the time being vested in them subject, however, to the ultimate control and authority being retained by them.

**To borrow.**

(xiv) To borrow, or raise or secure the payment, of money in such manner as the Company shall think fit, and in particular by the issue of debentures or debenture-stock, perpetual or otherwise charged upon all or any of the Company's property (both present and future) including its uncalled capital and to purchase, or payoff such securities.

**To establish institutions etc.**

(xv) To establish, maintain, support or subscribe to any charitable, public or useful objects or any institutions, society or club or fund which may be for the benefit of the Company or its employees or may be connected with any town or place where the Company carries on its business or any object in which the Company may be interested.

To bring and defend suits.

(xvi) To institute, prosecute, defend, compromise, withdraw or abandon any legal proceedings by or against the Company or its officers Or otherwise concerning the affairs of the Company and to act on behalf of the Company in all matters relating to insolvencies or liquidations and to apply for and obtain letters of administration with or without will annexed to the estate of persons with whom the Company have dealings.

**To compound claims or/and refer to arbitration.**

(xvii) To realise, compound and allow time for the payment or satisfaction of any debts due to or by the Company and claims or demands by or against the Company and to refer to arbitration and observe and perform the awards.

**To draw cheques etc.**

(xviii) To determine who shall be entitled on behalf of the Company to make, draw, sign, accept, endorse and negotiate cheques, promissory notes, drafts, pay orders, bill of exchange , bill of lading and other documents of title and securities (including government and other promissory notes) contracts, transfer deeds and other instruments.

**To constitute/ Executive Committee Regional Advisory Committee**

(xix) To constitute committee or committees consisting of such member or members of their body and / or from outside and for such period as they think fit, and in the case of persons other than members of the Board fix their remuneration .Any committee so formed shall, in exercise of the powers delegated and/or duties prescribed by the Board, conform to any regulations or instructions that may be imposed on or given to them by the Board.

Annexure-'B'

Name of Directors with whom acting Jointly

1.	Devesh Srivastava
2.	Amit Agrawal
3.	Atanu Kumar Das
4.	Arumugam Manimekhalai
5.	Madhulika Bhaskar