



UNIT 9  
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Crown Way  
Cardiff  
CF14 3UZ

DX 33050 Cardiff  
www.companieshouse.gov.uk

Our Ref  
Date 06/10/2010

Dear Sir/Madam

## TRANSITIONAL RETURN BY A UK ESTABLISHMENT OF AN OVERSEAS COMPANY

### REMINDER NOTICE

**SALLY GARNER LIMITED**  
**NF003456**

On 1 October 2009, the Overseas Companies Regulations 2009 (SI No. 2009/1801) introduced a number of changes including the introduction of a single 'UK establishment' regime. This means that Companies House will only register UK establishments. All places of business and branches registered before 1 October 2009 are deemed to be UK establishments from that date.

To make this change effective all places of business that were registered at Companies House prior to 1 October 2009 were required to deliver a Transitional Return (Form OS TN01) by 31st March 2010. The Transitional Return requires additional information to that required upon registering a place of business. A place of business registered before 1 October 2009 that provides this additional information will meet the information requirements under the new UK establishment regime.

#### Please note

- You can download a blank Transitional Return from our website or call our Contact Centre on +44 (0) 303 1234 500 for the form to be sent to you. Details are shown on our website [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)
- In order to complete the transitional return form you will need to enter a company registration number in section A1 of the form and the UK establishment number which has a BR prefix. The BR number for your company is shown above. Before 1 October 2009, BR registration numbers were only allocated to branches. The introduction of a single UK establishment regime requires the allocation of these numbers to previously registered places of business.

TUESDAY



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30/11/2010

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COMPANIES HOUSE

- The information required by the Overseas Companies Regulations is set out in the form but if you have any further enquiries please call our Contact Centre.
- If you no longer need your UK establishment, please send us form OS DS01 and it will be closed.
- If this letter has crossed with the delivery of the Transitional Return, please accept our apologies.

Yours faithfully

Companies House

**FILE CLOSED**

**NO REPLY HAS BEEN RECEIVED  
THEREFORE THE COMPANY'S UK  
ESTABLISHMENT IS BEING REGARDED  
AS CLOSED**

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