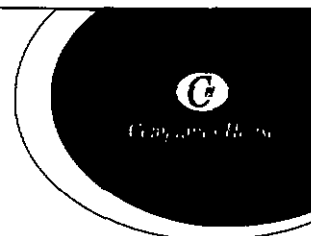


# CH03

## Change of secretary's details



You can use the WebFiling service to file this form online  
Please go to [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

☒ **What this form is for**  
You may use this form to change  
the details of an individual who is a  
secretary

☐ **What this form is NOT for**  
You cannot use this form if you  
are changing the details of a corpor-  
ate secretary. To do this please use  
form CH04 Change of corporate  
secretary's details

TUESDAY



JNI JXLCNNSF  
28/09/2010  
COMPANIES HOUSE

14

### 1 Company details

Company number N I 0 4 1 6 1 8

Company name in full FINLAY PROPERTIES LIMITED

#### → Filling in this form

Please complete in typescript or in  
bold black capitals

All fields are mandatory unless  
specified or indicated by

### 2 Secretary's current details on the Register

Title MRS

Full forename(s) LYNETTE

Surname FEGAN

#### ① Current details

This information is used to identify  
your details on the public record

### 3 Date of change of details

Date of change of details d 2 d 7 m 0 9 y 2 y 0 y 1 y 0

Please complete the appropriate sections to indicate which of your details  
have changed

### 4 Change of name details

Please enter your new name

Title

Full forename(s)

Surname

### 5 Change of service address

Building name/number STOKES HOUSE

Street 17 25 COLLEGE SQUARE EAST

Post town BELFAST

County/Region ANTRIM

Postcode B T 1 6 D H

Country NORTHERN IRELAND

#### ② 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 secretaries as the  
company's registered office

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

CH03

Change of secretary's details

6

Signature

Signature

I am signing this form on behalf of the company

Signature

X *R McElhone* X

This form may be signed by

Director ❶ Secretary Person authorised ❷ Administrator Administrative receiver  
Receiver Receiver manager Charity commission receiver and manager  
CIC manager Judicial factor

❶ 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

❷ Person authorised

Under either section 270 or 274 of the Companies Act 2006

# CH03

## Change of secretary's details



### 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 me **PAULA MAITLAND**

Company name

Address **KPMG  
Chartered Accountants  
Stokes House  
College Square East  
Belfast BT1 6DH**

Post town

County/Region

Post code

Country

DX

Telephone

**028 9089 3783**



### 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 entered in section 3 the date of change of details
- ☐ You have entered the relevant change of details.
- ☐ A new address must be a physical location. It cannot be a PO Box number (unless part of a full address) DX or LP (Legal Post in Scotland) number
- ☐ You have signed the form



### 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



### Further information

For further information please see the guidance notes on the website at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk) 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.companieshouse.gov.uk](http://www.companieshouse.gov.uk)