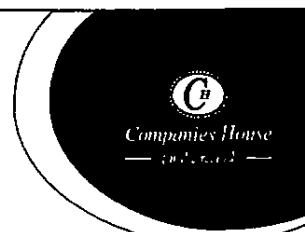


# TM02

## Termination of appointment of secretary



This form is part of the PROOF scheme. If your company is registered for PROOF, paper versions of this form will be rejected and sent back to the registered office address. Avoid unnecessary rejection and file online. You can view your company's PROOF status on the WebFiling Menu Screen.

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



\*J1HCKRFT\*

JNI 13/09/2012 #142  
COMPANIES HOUSE

\*J1GSLB4Z\*

JNI 05/09/2012 #157  
COMPANIES HOUSE

☒ What this form is for

You may use this form  
to terminate the appointment of a  
secretary (individual or corporate).

☒ What this form is NOT for

You cannot use this form if  
terminating the appointment  
director. To do this, please use  
TM01 'Termination of appo  
of director'.

### 1 Company details

Company number

N1060548

Company name in full

A&R GRAPHICS 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

Please give us the current appointment details of this secretary held on the  
public Register.

Title\*

MRS

Full forename(s)

ALISON

Surname/Corporate  
name

HUTTON

### 3 Termination date<sup>①</sup>

Date of termination of  
appointment

31 08 2012

① Only one secretary appointment can  
be terminated per form.

### 4 Signature

I am signing this form on behalf of the company.

Signature

Signature

X A. Hutton X

② 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.

③ Person authorised

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

This form may be signed by:

Director<sup>②</sup>, Secretary, Person authorised<sup>③</sup>, Liquidator, Administrator,  
Administrative receiver, Receiver, Receiver manager, Charity Commission receiver  
and manager, CIC manager, Judicial factor.



TM02

## Termination of appointment of secretary

**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

ALISON HUTTON

Company name

A&amp;R GRAPHICS LIMITED

Address

6 GREENWAY INDUSTRIAL ESTATE  
CONLIG

Post town

NEWTOWNARDS

County/Region

CO DOWN

Postcode

BT 2 3 7 3 0

Country

NORTHERN IRELAND

DX

Telephone

07921 996 504

**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 correctly entered the name of the secretary being terminated.
- ☐ You have included the date of termination.
- ☐ 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)