In accordance with Section 276 of the Companies Act 2006.

# CH03

## Change of secretary's details

Companies House — for the record

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

✓ **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 N**
You cannot use this fc changing the details c secretary. To do this, p form CH04 'Change of secretary's details'.

TUESDAY

*JVGMDZNF*
JNI 29/11/2011 144
COMPANIES HOUSE
JNI 21/11/2011 146
COMPANIES HOUSE

### 1 Company details

| | |
|---|---|
| Company number | NI068079 |
| Company name in full | FOUNDATION (NORTHERN IRELAND) |

→ **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 ❶

| | |
|---|---|
| Title* | MR |
| Full forename(s) | ALAN THOMAS |
| Surname | O'DOHERTY |

❶ **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 | ~~d0 d1 m0 m3 y2 y0 y0 y9~~ 01/10/2009 |

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 ❷

| | |
|---|---|
| Building name/number | CARNEGIE LIBRARY |
| Street | 121 DONEGALL ROAD |
| | |
| Post town | BELFAST |
| County/Region | |
| Postcode | BT12 5NL |
| Country | |

❷ **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.

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## 6 Signature

I am signing this form on behalf of the company.

Signature

Signature

X X

This form may be signed by:
Director❶, Secretary, Person authorised❷, 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.

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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 ALAN O'DOHERTY

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 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
or email 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