

AP04

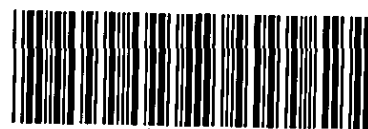
Appointment of corporate secretary

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 appoint a
corporate body or firm as secretary.

☐ What this form is for
You cannot use this form to appoint a
secretary. To do this, use the
AP03 'Appointment of secretary' form.

FRIDAY



SCT 12/03/2010 765
COMPANIES HOUSE

For more information, please
visit www.companieshouse.gov.uk

1 Company details

Company number S C 2 0 0 5 9 6

Company name in full AQUALIFE SERVICES LIMITED

→ 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 corporate secretary's appointment

Date of appointment d 1 7 m 0 0 y 2 0 y 1 0

3 Corporate secretary's details ^①

Corporate body/firm name MORTON FRASER SECRETARIES LIMITED

Building name/number 5TH FLOOR, QUARTERMILE 2

Street 2 LISTER SQUARE

Post town EDINBURGH

County/Region MIDLOTHIAN

Postcode E H 3 9 G L

Country

Is the corporate secretary registered within the European Economic Area (EEA)?

→ Yes Complete **Section 4**

✓ → No Complete **Section 5**

① Registered or principal address
This address will appear on the
public record. This address must be
a physical location for the delivery
of documents. It cannot be a PO box
number (unless contained within
a full address), a DX number or LP
(Legal post in Scotland) number.

4 EEA companies ^②

Please give details of the register where the company file is kept (including the
relevant state) and the registration number in that register.

Where the company/
firm is registered ^③

Registration number

② EEA
A full list of countries of the EEA can
be found in our guidance:
www.companieshouse.gov.uk

③ This is the register mentioned in
Article 3 of the First Company Law
Directive (68/151/EEC).

Non-EEA companies

1 Non - EEA


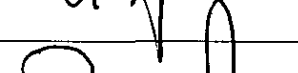
Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.

Legal form of the corporate body or firm	LIMITED LIABILITY PARTNERSHIP												
Governing law	SCOTS												
If applicable, where the company/firm is registered ¹	SCOTLAND												
Registration number	S	O	3	0	0	4	7	2					

Signature

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.

New secretary's signature	Signature  Director A. J. Frater Director of the Department of the Environment	X
Authorising signature	Signature  P. Selby Director of the Department of the Environment	X

③ Person authorised

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

This form may be signed and authorised by:
 Director², Secretary, Person authorised³, Administrator, Administrative receiver,
 Receiver, Receiver manager, Charity commission receiver and manager,
 CIC manager, Judicial factor.

AP04

Appointment of corporate 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

LG1/AJF/AQ546 X001

Company name

MORTON FRASER LLP

Address

QUARTERMILE 2

2 LISTER SQUARE

Post town

EDINBURGH

County/Region

MIDLOTHIAN

Postcode

E H 3 9 G L

Country

DX

EDINBURGH 119

Telephone

0131 247 1000

**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 completed the date of appointment.
- ☐ You have entered the new corporate secretary's address.
- ☐ The 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 completed either section 4 or section 5.
- ☐ An officer of the new corporate secretary has signed the form.
- ☐ You have provided an authorising signature.

**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,
First Floor, Waterfront Plaza, 8 Laganbank Road,
Belfast, Northern Ireland, BT1 3BS.
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