

# AD03

## PLEASE RECEIPT & RETURN

Change of location of the company  
single alternative inspection location (SAIL)

records to the  
single alternative inspection location (SAIL)





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 tell us  
which of the company records are  
held at the SAIL


<b>1 Company details</b>	
Company number	0 0 0 4 0 2 0 3
Company name in full	CAPE PLC

<b>2 Company records</b>	
The following records are now kept at the SAIL which is as stated on the last filed form 'Notification of single alternative inspection location (SAIL)' ①	
Please tick as appropriate.	
<input checked="" type="checkbox"/>	Register of members
<input type="checkbox"/>	Register of directors
<input type="checkbox"/>	Directors' service contracts
<input type="checkbox"/>	Directors' indemnities
<input type="checkbox"/>	Register of secretaries
<input type="checkbox"/>	Records of resolutions etc
<input type="checkbox"/>	Contracts relating to purchase of shares
<input type="checkbox"/>	Documents relating to redemption of shares by private company
<input type="checkbox"/>	Register of debenture holders
<input type="checkbox"/>	Report to members of outgoing directors' interests in its shares
<input type="checkbox"/>	Register of interests in shares of other companies
<input type="checkbox"/>	Instruments creating charges in England and Wales or Northern Ireland
<input type="checkbox"/>	Instruments creating charges in Scotland

<b>3 Signature</b>	
I am signing this form on behalf of the company	
Signature	
This form may be signed by Director ②, Secretary, Person authorised to sign, Administrative receiver, Receiver, Rec and manager, CIC manager, Judicial manager	

online.	
<div style="display: flex; align-items: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); background-color: black; color: white; padding: 5px;">TUESDAY</div> <div style="margin-left: 10px;"> <p>is NOT for use with this form to file any records at the registered company use form AD01</p>  <p>*AA481NEY*</p> <p>A40 14/09/2010 245 COMPANIES HOUSE</p> <p>LD2 06/09/2010 50 COMPANIES HOUSE</p> </div> </div>	
<p>➔ Filling in this form Please complete in typescript or in bold black capitals.</p> <p>All fields are mandatory unless specified or indicated by *</p>	

<p>alternative inspection location of single alternative inspection location (SAIL)</p> <p>of own share out of</p> <p>by public company into</p> <p>company charges: England and Wales</p> <p>charges: Scotland.</p>	<p><b>① Important</b> You must file form AD02 'Notification of single alternative inspection location (SAIL)' with this form if you have not filed one previously</p> <p>If you have previously filed a form AD03, you do not need to include those records on this form</p> <p>A full list of the company records which are held at the SAIL must be included in the company's next Annual Return (AR01)</p>
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<p>Signature</p> <p></p>	<p><b>② Societas Europaea</b> 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</p> <p><b>③ Person authorised</b> Under either section 270 or 274 of the Companies Act 2006</p>
<p>Administrative receiver, Receiver, Rec and manager, CIC manager, Judicial manager</p>	<p>Party Commission receiver</p>