

AD02

Notification of single alternative inspection location (SAIL)

BLUEPRINT
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You can use the WebFiling service to file this form online.
Please go to www.companieshouse.gov.uk

THURSDAY



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COMPANIES HOUSE

For further information, please
refer to our guidance at
www.companieshouse.gov.uk

✓ What this form is for

You may use this form to tell us the
address of an alternative inspection
location where company records may
be kept for inspection.

✗ What this form is NOT for

You cannot use this form to tell us the
address of a location outside of the
part of the United Kingdom where the
company is registered.

1 Company details

Company number	2	2	9	6	0	6		
Company name in full	BHS Limited							

→ Filling in this form

Please complete in typescript or in
bold black capitals.

All fields are mandatory unless
specified or indicated by *

2 Address of the single alternative inspection location (SAIL)

	This is the address for an alternative location to the company's registered office for the inspection of the company records. ①
Building name/number	Colegrave House
Street	70 Berners Street
Post town	London
County/Region	
Postcode	W 1 T 3 N L

① Important

The SAIL must always be in the part
of the United Kingdom in which your
company is registered.

You need to notify which company
records have moved to the SAIL on
form AD03 'Change of location of
the company records to the single
alternative inspection location (SAIL)'.
If you have not previously filed form
AD03, please file one.

3 Signature

	I am signing this form on behalf of the company.
Signature	<div>Signature</div> <div>✗ <i>A. Waldron</i> ✗</div> <div>This form may be signed by: Director ② Secretary, Person authorised ③ Liquidator, Administrator, Administrative receiver, Receiver, Receiver manager, Charity Commission receiver and manager, CIC manager, Judicial factor.</div>

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.

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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	AISHA WALDRON				
Company name	Colegrave House				
Address	70 Berners Street				
Post town	London				
County/Region					
Postcode	W	1	T	3	N L
Country	England				
DX					
Telephone	0207 291 2952				

**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 provided the address of the single alternative inspection location in section 2.
- ☒ The address provided is in the part of the UK where the company is registered.
- ☒ 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,
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