In accordance with Section 276 of the Companies Act 2006.

# AP03

# Appointment of secretary



		_		
You can use	the WebFili	ng 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 an individual as a secretary.

### X What this form is NOT for

You cannot use this form if you a appointing a corporate secretary. To do this, please use form AP04 'Appointment of corporate secretary'.

A28 22/11/2

22/11/2014

1	Com	pan	, d	etail	<del>_</del>					
Company number	0	2	7	1	0	6	5	4	► Filling in this form Please complete in typescript or in	
Company name in full	Cob	ra Bi	olo	gics	bold black capitals.					
									All fields are mandatory unless specified or indicated by *	
2	Date		eci	etar	- 					
Date of appointment	2	3		$^{ t m}\! \mathcal{C}$	9		2	10/1/4		
3	New	sec	eta	ry's	deta	ils				
Title*	Mr								j Former name(s) Please provide any previous names	
Full forename(s)	Rich	ard							which have been used for business purposes in the past 20 years.	
Surname	Clay	•							Married women do not need to give	
Former name(s) 1					-				former names unless previously user for business purposes.	
				_					Continue in section 6 if required.	
4	New	sec	eta	ry's	ser	ice	addı	ress ②		
<del></del>	Please complete your service address below.						addre	Secretary's service address     This is the address that will appear on the public record. This		
Building name/number	The	Con	ра	ny's	Regi	stere	ed Of	fice	does not have to be your usual residential address.	
Street									Please state 'The Company's Registered Office' if your service address is recorded in the company's	
Post town									register of secretaries as the company's registered office.	
County/Region									If you provide your residential	
Postcode									<ul> <li>address here it will appear on the public record.</li> </ul>	

# **AP03**

### Appointment of secretary

5	Signatures							
_	I consent to act as secretary of the above named company.	Societas Europaea     If the form is being filed on behalf						
New secretary's signature	× Company X	of a Societas Europaea (SE) please delete 'director' and insert details of which organ of the SE the person signing has membership.						
Authorising signature	This form may be signed and authorised by: Director (1) Secretary, Person authorised (2) Administrator, Administrative Receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor.	(2) Person authorised Under either section 270 or 274 of the Companies Act 2006.						
6	Additional former names (continued from Section 3)							
Former names (3)		3 Additional former names Use this space to enter any additional names.						

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### **AP03**

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. Donna Graham Turner Parkinson LLP Hollins Chambers 64a Bridge Street **Mark**chester £ancashire Postcode В England 14373 0161 833 8460 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.

☐ 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 included all former names used for business purposes over the last 20 years.
 ☐ The new secretary has signed the form.
 ☐ You have provided an authorising signature.

☐ You have provided the service address.

### 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