In accordance with Section 276 of the Companies Act 2006

# AP03 Appointment of secretary



You can use the WebFiling service to file this form online Please go to www companieshouse govuk

✓ What this form is for

You may use this form to appoint an
individual as a secretary

What this form is NOT for
You cannot use this form if you appointing a corporate secre
To do this, please use form A
'Appointment of corporate se



14/02/2012 COMPANIES HOUSE #335

Company name in full  The Greater London Chamber of Commerce and  Industry Limited  Date of secretary's appointment  Date of appointment  Title*  Full forename(s)  Neul Anthony  Surname  Stanfield  New secretary's service address  Please complete your service address below  Please complete your service address below  Please to mplete your service address below  Post town  HORSHAM  Post Commerce and  All fields are mandatory unle specified or indicated by *  Please complete in typescrip bold black capitals  All fields are mandatory unle specified or indicated by *  Please provide any previous which have been used for be purposes in the past 20 year marked women do not need former names unless previous for business purposes  Continue in section 6 if required and the section 6 if required and the section 6 if required and the previous and the section 6 if your service address that will appear on the public record not have to be your usual readdress  Please state 'The Company' Registered Office' if your service address in the company's registered office of your service address and the company's registered office of your service address or eccorded in the core register of secretares as the company's registered office.	Company number	Company details 0 2 9 6 9 6 6 7	→ Filling in this form
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	County/Region	WEST SUSSEX	
Postcode R H 1 3 8 A Q here it will appear on the pul	ostcode	R H 1 3 8 A Q	If you provide your residential addres here it will appear on the public
Country UNITED KINGDOM record	Country	UNITED KINGDOM	record

## 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 of a
New secretary's signature	× Signature ×	Societas Europaea (SE) please delete 'director' and insert details of which organ of the SE the person signing has membership
Authorising signature	Signature X	O Person authorised Under either section 270 or 274 of the Companies Act 2006
	This form may be signed and authorised by Director Secretary, Person authorised Administrator, Administrative Receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor	
6	Additional former names (continued from Section 3)	
Former names •		● Additional former names Use this space to enter any additional names

## 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 guery on the form. The contact information you give will be visible to searchers of the public record

Contact name	
Company name	G C R Booth, Secretary
-	
Address	London Chamber of Commerce and Industry
	33 Queen Street
Post town	London
County/Region	
Postcode	E C 4 R 1 A P
Country	
DX	
Telephone	020 7203 1909

#### 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 provided the service 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 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

## 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