

# CH03

## Change of secretary's details



Companies House

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 change  
the details of an individual who is a  
secretary.

☐ **What this form is NOT for**  
You cannot use this form if you  
are changing the details of a corpo-  
rate secretary. To do this, please use  
form CH04 'Change of corporate  
secretary's details'.

THURSDAY



A17 11/02/2016 #313  
COMPANIES HOUSE

|                           |                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1</b>                  | <b>Company details</b>                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Company number            | 03446763                                                                                                                                                                     | <b>Filling in this form</b><br>Please complete in typescript or in<br>bold black capitals.<br><br>All fields are mandatory unless<br>specified or indicated by *                                                                                                                                                                                                                                                                           |
| Company name in full      | GREENS FLOUR MILLS LIMITED                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>2</b>                  | <b>Secretary's current details on the Register <sup>①</sup></b>                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Title*                    | MRS                                                                                                                                                                          | <b>① Current details</b><br>This information is used to identify<br>your details on the public record.                                                                                                                                                                                                                                                                                                                                     |
| Full forename(s)          | KATIE                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Surname                   | SINCLAIR                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>3</b>                  | <b>Date of change of details</b>                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Date of change of details | <sup>d</sup> 1 <sup>d</sup> 9 <sup>m</sup> 01 <sup>y</sup> 20 <sup>y</sup> 16<br>Please complete the appropriate sections to indicate which of your details<br>have changed. |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>4</b>                  | <b>Change of name details</b>                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                           | Please enter your new name.                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Title*                    | MISS                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Full forename(s)          | KATIE                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Surname                   | WOOD                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>5</b>                  | <b>Change of service address <sup>②</sup></b>                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Building name/number      |                                                                                                                                                                              | <b>② Service address</b><br>This is the address that will appear<br>on the public record. This does not<br>have to be your usual residential<br>address.<br><br>Please state 'The Company's<br>Registered Office' if your service<br>address is recorded in the company's<br>register of secretaries as the<br>company's registered office.<br><br>If you provide your residential<br>address here it will appear on the<br>public record. |
| Street                    |                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Post town                 |                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| County/Region             |                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Postcode                  |                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Country                   |                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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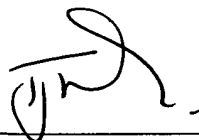
### Signature

Signature

I am signing this form on behalf of the company.

Signature

X



X

This form may be signed by:

Director <sup>1</sup>, Secretary, Person authorised <sup>2</sup>, Administrator, Administrative receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor.

**<sup>1</sup> 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.

**<sup>2</sup> 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

Company name

THE COMPANY'S

REGISTERED OFFICE

Address

Post town

County/Region

Postcode

Country

DX

Telephone

**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 entered in section 3 the date of change of details.
- ☐ You have entered the relevant change of details.
- ☐ A new 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 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,  
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](http://www.companieshouse.gov.uk) or email [enquiries@companieshouse.gov.uk](mailto: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](http://www.companieshouse.gov.uk)