



Please complete in typescript,  
or in bold black capitals.

# 288a

## APPOINTMENT of director or secretary (NOT for resignation (use Form 288b) or change of particulars (use Form 288c))

Company Number

Company Name in full



\* F 2 8 8 A 0 1 8 \*

Date of appointment Day Month Year    †Date of Birth Day Month Year

### Appointment form

Appointment as director

☒

as secretary

☐

Please mark the appropriate box. If appointment is as a director and secretary mark both boxes.

Notes on completion appear on reverse.

NAME \*Style / Title

\*Honours etc

Forename(s)

Surname

Previous Forename(s)

Previous Surname(s)

Usual residential address

Post town

Postcode

County / Region

Country

†Nationality

†Business occupation

†Other directorships (additional space overleaf)

I consent to act as \*\* director / secretary of the above named company

Consent signature

Date

\* Voluntary details.  
† Directors only.

A director, secretary etc must sign the form below.

Signed

For and on behalf of  
  
London Secretaries Limited

Date

\*\* Please delete as appropriate

(\*\*a director / secretary / administrator / administrative receiver / technical manager / receiver)

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

6 Babmas Street	
London	
SW1Y 6HD	
Tel	
DX number	DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff  
for companies registered in England and Wales or  
Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB  
for companies registered in Scotland DX 235 Edinburgh



Form revised March 1995

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- dormant
- a parent company which wholly owned the company making the return, or
- another wholly owned subsidiary of the same parent company.

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