

**Don't**  
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# AP01

## Appointment of director



Go online to file this information  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

**What this form is for**  
You may use this form to appoint an individual as a director

**What this form is NOT for**  
You cannot use the form to appoint a corporate director. To do please use form AP02 'App of corporate director'

SATURDAY



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27/07/2019

#318

COMPANIES HOUSE

**1**

### Company details

Company number

Company name in full

→ **Filling in this form**  
Please complete in typescript or in bold black capitals

All fields are mandatory unless specified or indicated by \*

**2**

### Date of director's appointment

Date of appointment

**3**

### New director's details

Title \*

Full forename(s)

Surname

Former name(s) **1**

Country/State of residence **2**

Nationality

Month/year of birth **3**

Business occupation (if any) **4**

**1 Former name(s)**  
Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years

Continue in section 7 if required

**2 Country/State of residence**  
This is in respect of your usual residential address as stated in section 4a

**3 Month and year of birth**  
Please provide month and year only. Provide full date of birth in section 3a

**4 Business occupation**  
If you have a business occupation please enter here. If you do not please leave blank

**4**

### New director's service address **5**

Please complete your service address below. You must also complete your usual residential address in **Section 4a**.

Building name/number

Street

Post town

County/Region

Postcode

Country

**5 Service address**  
This is the address that will appear on the public record. This does not have to be your usual residential address

Please state 'The Company's Registered Office' if your service address is recorded in the company's register of directors as the company's registered office

If you provide your residential address here it will appear on the public record

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**Consent to act as director**

Please tick the box to confirm consent

☒ The company confirms that the person named in section 3 has consented to act as a director of the company named in section 1

6

**Signature**

Signature

I am signing this form on behalf of the company

Signature

X  X

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.

**① 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

**② Person authorised**

Under either section 270 or 274 of the Companies Act 2006.

7

**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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**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 
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 completed the date of appointment.
- ☐ You have included all former names used for business purposes over the last 20 years.
- ☐ You have completed the nationality box.
- ☐ You have provided the month and year of birth in section 3.
- ☐ You have provided a business occupation if you have one.
- ☐ You have provided your full date of birth in section 3a.
- ☐ You have provided both the service address and the usual residential address.
- ☐ Addresses must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) number
- ☐ You have enclosed a relevant section 243 application if applying for this at the same time as completing this form.
- ☐ You have ticked the consent to act statement.
- ☐ You have signed the form.

**Important information**

Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses and day of birth.

**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.

**Section 243 exemption**

If you are applying for, or have been granted a section 243 exemption, please post this whole form to the different postal address below:

The Registrar of Companies, PO Box 4082,  
Cardiff, CF14 3WE

**Further information**

For further information please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) 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.gov.uk/companieshouse](http://www.gov.uk/companieshouse)