In accordance with Section 276 of the Companies Act 2006.

# TM02

BLUEPRINT

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## Termination of appointment of secretary

You can use the WebFiling service to file this form online. Please go to www.companieshouse.gov.uk

What this form is for
You may use this form
to terminate the appointment of a
secretary (individual or corporate).

CIC manager, Judicial factor.

You cannot use this form if you terminating the appointment of director. To do this, please use TM01 'Termination of appointment of director'.



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COMPANIES HOUSE Company details → Filling in this form Company number Please complete in typescript or in UPAY CHAIN SEARCH & SELECTION bold black capitals. Company name in full All fields are mandatory unless 1mITFD specified or indicated by \* Secretary's current details on the Register Please give us the current appointment details of this secretary held on the public Register. Title\* DR Full forename(s) HUGH FOWARD Surname/Corporate BILLOT name Termination date 9 12 10 11 14 Only one secretary appointment can Date of termination of °5 be terminated per form. appointment Signature I am signing this form on behalf of the company. O Societas Europaea If the form is being filed on behalf of a Signature Societas Europaea (SE) please delete Signature 'director' and insert details of which X organ of the SE the person signing has membership. Person authorised This form may be signed by: Under either section 270 or 274 of the Companies Act 2006. Director @ Secretary, Person authorised @ Liquidator, Administrator, Administrative receiver, Receiver, Receiver manager, Charity Commission receiver and manager,

### Termination of appointment of secretary

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Company name			_					
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Post town								
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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 correctly entered the name of the secretary being terminated.
- You have included the date of termination.
- ☐ You have signed the form.

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#### Important information

Please note that all information on this form will appear on the public record.

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#### 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.

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#### 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