

# AD04

## Change of location of the company records to the registered office



Companies House



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 tell  
us which company records are  
returning to the registered office.

☒ **What this form is NOT for**  
You cannot use this form if  
company records have already  
been returned to the registered office.

THURSDAY



A06 \*AB1G8GQR\* #265  
07/04/2022  
COMPANIES HOUSE

### 1 Company details

Company number 0 5 4 9 8 2 7 6

Company name in full Maple Syrup Media Ltd

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

All fields are mandatory unless  
specified or indicated by \*

### 2 Company records

The following records are now kept at the registered office. Please tick as  
appropriate: ☒

- ☒ Register of people with significant control.
- ☒ Register of members.
- ☒ Register of directors.
- ☐ Directors' service contracts.
- ☐ Directors' indemnities.
- ☒ Register of secretaries.
- ☒ Records of resolutions etc.
- ☐ Contracts relating to purchase of own shares.
- ☐ Documents relating to redemption or purchase of own share out of  
capital by private company.
- ☐ Register of debenture holders.
- ☐ Report to members of outcome of investigation by public company into  
interests in its shares.
- ☐ Register of interests in shares disclosed to public company.
- ☒ Instruments creating charges and register of charges: England and Wales  
or Northern Ireland.
- ☐ Instruments creating charges and register of charges: Scotland.
- ☐ Historic register of people with significant control.
- ☐ Historic register of members.

**Important**  
If form AD03 'Change of location of  
the company records to the single  
alternative inspection location  
(SAIL)' has not been filed previously,  
please file one with this form to  
indicate which company records are  
held at the SAIL.

If you have previously filed a form  
AD04, you do not need to include  
those records on this form.

### 3 Signature

I am signing this form on behalf of the company.

Signature

Signature

X

Scilla Grimble

Scilla Grimble (Apr 3, 2022 18:19 GMT+1)

X

This form may be signed by:  
Director <sup>②</sup>, Secretary, Person authorised <sup>②</sup>, Liquidator, Administrator,  
Administrative receiver, Receiver, Receiver manager, Charity Commission receiver  
and manager, CIC manager, Judicial factor.

**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.

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

AD04

Change of location of the company records to the registered office

**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  
ZOLOCompany name  
CMS Cameron McKenna

Nabarro Olswang LLP

Address  
Cannon Place

78 Cannon Street

Post town  
London

County/Region

Postcode  
E C 4 N 6 A FCountry  
United Kingdom

DX

Telephone  
0207 067 3000**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 ticked the relevant boxes in Section 2.
- ☐ 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.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)