

AD01

Change of registered office address



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  
a company's registered office  
address.

☐ What this form is NOT  
You cannot use this form  
the registered office address  
Limited Liability Partners  
do this, please use form 1  
Change of registered office  
a limited liability partner.

SATURDAY



\*ACD4UPC2\*

A34

30/09/2023

#65

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 New registered office address

If you use your home address it will be available on our website and you won't  
be able to remove it.

The change in registered office address does not take effect until the Registrar  
has registered this notice.

A person may validly serve any document on the company at its previous  
registered office for 14 days from the date that a change of registered office  
is registered.

① Change of registered office

For England and Wales companies,  
the address provided can either be  
in England or Wales.

For Welsh companies, the address  
provided must be in Wales.

For companies registered in Scotland  
or Northern Ireland, the address  
provided must be in Scotland or  
Northern Ireland respectively.

Building name/number

Street

Post town

County/Region

Postcode

3 Signature

I am signing this form on behalf of the company.

Signature

Signature

☒

② 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.

③ Person authorised

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

This form may be signed by:

Director ①, Secretary, Person Authorised ③, Liquidator, Administrator,  
Administrative receiver, Receiver, Receiver manager, Charity commission receiver  
and manager, CIC manager, Judicial factor.

AD01

Change of registered office address

**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 **CLAIRE BOUGHTON**

Company name **ADMIRAL TRADING**

**(NORFOLK) LTD**

Address **MISTY MEADOW**

**STUBB ROAD**

**HICKLING**

Post town **NORWICH**

County/Region **NORFOLK**

Postcode **NR12 0YR**

Country **UK**

DX

Telephone **07983 684815**

**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 provided the new registered office address in section 2.
- ☐ The registered office is in the location where the company was registered e.g. England and Wales, Wales, Scotland, Northern Ireland.
- ☐ 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

**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 [gov.uk/companieshouse](http://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 [gov.uk/companieshouse](http://gov.uk/companieshouse)**