

AP04

Appointment of corporate secretary



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 appoint a  
corporate body or firm as secretary

☐ What this form is NOT  
You cannot use this form  
are appointing an individual  
secretary. To do this, please  
AP03 'Appointment of secretary'

FRIDAY



\*A41NPCB5\*

A20

20/02/2015

#355

COMPANIES HOUSE

**1** Company details

Company number 06037454

Company name in full Milton Homes Limited

→ Filing in this form  
Please complete in typescript or in  
bold black capitals  
  
All fields are mandatory unless  
specified or indicated by \*

**2** Date of corporate secretary's appointment

Date of appointment 01/02/2015

**3** Corporate secretary's details ①

Corporate body/firm  
name DV4 Administration Limited

Building name/number Craigmuir Chambers

Street PO Box 71

Road Town

Post town Tortola

County/Region

Postcode VG110

Country British Virgin Islands

Is the corporate secretary registered within the European Economic Area (EEA)?

→ Yes Complete Section 4

→ No Complete Section 5

① Registered or principal address  
This address will appear on the  
public record. This address must be  
a physical location for the delivery  
of documents. It cannot be a PO box  
number (unless contained within  
a full address), a DX number or LP  
(Legal post in Scotland) number

**4** EEA companies ②

Please give details of the register where the company file is kept (including the  
relevant state) and the registration number in that register.

Where the company/  
firm is registered ③



Registration number

② EEA  
A full list of countries of the EEA can  
be found in our guidance  
[www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

③ This is the register mentioned in  
Article 3 of the First Company Law  
Directive (68/151/EEC)

# AP04

## Appointment of corporate secretary

5	<b>Non-EEA companies</b>		
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.		
Legal form of the corporate body or firm	Company limited by shares		<b>1 Non-EEA</b> Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.
Governing law	Law of the British Virgin Islands		
If applicable, where the company/firm is registered <b>1</b>	British Virgin Islands		
Registration number	1405915		
6	<b>Signature</b>		
	I consent to act as secretary of the above named company		
New secretary's signature	Signature X  X	<b>2 Societas Europaea</b> 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.  <b>3 Person authorised</b> Under either section 270 or 274 of the Companies Act 2006	
Authorising signature	Signature X  X		
	This form may be signed and authorised by Director <b>2</b> , Secretary, Person authorised <b>3</b> , Administrator, Administrative receiver, Receiver, Receiver manager, Chancery commission receiver and manager, CIC manager, Judicial factor.		

AP04

Appointment of corporate secretary



**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

King & Wood Mallesons LLP

Address

10 Queen Street Place

Post town

London

County/Region

Greater London

Postcode

E C 4 R 1 B E

Country

United Kingdom

DX

255 Chancery Lane

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 entered the new corporate secretary's address
- ☐ The address must be a physical location. It cannot be a PO Box number (unless part of a full address), DX or LP (Legal Post in Scotland) number
- ☐ You have completed either section 4 or section 5.
- ☐ An officer of the new corporate secretary has signed the form.
- ☐ You have provided an authorising signature.



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