In accordance with Section 276 of the Companies Act 2006.

AP04
Appointment of corporate secretary

BLUEPRINT OneWorld

Go online to file this information
www.gov.uk/companieshouse

✓ What this form is for
You may use this form to appoint a corporate body or firm as secretary.

✗ What this form is NOT for
You cannot use this form if you are appointing an individual as a secretary. To do this, please use form AP03 'Appointment of secretary'

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A08 19/02/2016 #188
COMPANIES HOUSE

1 Company details

Company number	6 3 5 4 0 0 9
Company name in full	Whitbread Finance PLC

→ **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 corporate secretary's appointment

Date of appointment	d 0 d 3 m 0 m 2 y 2 y 0 y 1 y 6

3 Corporate secretary's details ❶

Corporate body/firm name	Whitbread Secretaries Limited
Building name/number	Whitbread Court
Street	Houghton Hall Business Park, Porz Avenue,
Post town	Dunstable
County/Region	Bedfordshire
Postcode	L U 5 5 X E
Country	England

Is the corporate secretary registered within the European Economic Area (EEA)?
→ **Yes** Complete **Section 4**
→ **No** Complete **Section 5**

❶ **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 ❷

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 ❸	United Kingdom
Registration number	00204214

❷ **EEA**
A full list of countries of the EEA can be found in our guidance: www.gov.uk/companieshouse

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

AP04
Appointment of corporate secretary

5 Non-EEA companies

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	
Governing law	
If applicable, where the company/firm is registered ❶	
Registration number	

❶ **Non - EEA**
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.

6 Consent to act as corporate secretary

Please tick the box to confirm consent.

☑ The company confirms that the corporate body named in section 3 has consented to act as a corporate secretary of the company named in section 1.

7 Signature

I am signing this form on behalf of the company.

Signature

Signature
X  X

This form may be signed and authorised by:
Director ❷, Secretary, Person authorised ❸, Administrator, Administrative receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor.

❷ **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.

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

AP04
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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: Secretarial Dept
Company name: Whitbread Group PLC
Address: Whitbread Court, Houghton Hall Business Park, Porz Avenue
Post town: Dunstable
County/Region: Beds
Postcode: LU5 5XE
Country: Beds
DX:
Telephone: 01582 889337

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.
- ☐ You have ticked the consent to act statement in section 6.
- ☐ 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 or email 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