

# AD03

## Change of location of the company records to the single alternative inspection location (SAIL)

BLUEPRINT

OneWorld



Go online to file this information  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

COMPANIES HOUSE

### ✓ What this form is for

You may use this form to tell us  
which of the company records are  
held at the SAIL

### ✗ What this form is NOT for

You cannot use this form to tell  
us which company records are  
returning to the registered office. To  
do this, please use form AD04



\*A5Y1JYVS\*

A08

13/01/2017

#236

## 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 Company records

The following records are now kept at the (SAIL) Please tick as appropriate ①

- ☒ 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

### ① Important

You must file form AD02  
'Notification of single alternative  
inspection location (SAIL)' with  
this form if you have not filed one  
previously

If you have previously filed a form  
AD03, 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

✗

*[Handwritten Signature]*

✗

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

### 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

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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 JUSTINA MARFO

Company name J SAINSBURY PLC

Address 33 HOLBORN

Post town LONDON

County/Region

Postcode E C 1 N 2 H T

Country

DX UK

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 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)