

AP04

Appointment of corporate secretary

Oyez

You can use the WebFiling service to file this form online.
Please go to 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 for
You cannot use this form
are appointing an individual
secretary. To do this, please
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13/12/2013

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COMPANIES HOUSE

1 Company details	
Company number	0 7 9 4 2 7 0 3
Company name in full	Valaris Capital Investments 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	1 0 1 2 2 0 1 3

3 Corporate secretary's details	
Corporate body/firm name	RJP Secretaries Limited
Building name/number	2 A C Court
Street	High Street
Post town	Thames Ditton
County/Region	Surrey
Postcode	K T 7 0 3 R
Country	England
Is the corporate secretary registered within the European Economic Area (EEA)? ► Yes Complete Section 4 ► No Complete Section 5	

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	
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	United Kingdom
Registration number	02989995

EEA
A full list of countries of the EEA can
be found in our guidance,
www.companieshouse.gov.uk
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 in

Registration number

f. 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

Signature

I consent to act as secretary of the above named company.

New secretary's signature

Signature

X

RJP SECRETARIES LIMITED

X

g. 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.

Authorising signature

Signature

X

AUTHORISED SIGNATURE



X


h. Person authorised

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


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

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	
Company name	EMW
Address	Seabeck House
	1 Seabeck Place
	Knowlhill
	Milton Keynes
County/Region	
Postcode	M K S B F R
Country	
DX	DX 151620 Milton Keynes 18
Telephone	0207 405 4440

	Checklist
We may return forms completed incorrectly or with information missing	

Please make sure you have remembered the following:	
<input type="checkbox"/>	The company name and number match the information held on the public Register.
<input type="checkbox"/>	You have completed the date of appointment.
<input type="checkbox"/>	You have entered the new corporate secretary's address
<input type="checkbox"/>	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
<input type="checkbox"/>	You have completed either section 4 or section 6.
<input type="checkbox"/>	An officer of the new corporate secretary has signed the form.
<input type="checkbox"/>	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 or email 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