

RP04

Second filing of a document previously delivered

Oyez

✓ What this form is for

You can only use this form to file a second filing of a document delivered under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies

A second filing of a document must only be filed where it is providing corrected information that has been properly delivered but inaccuracies still appear on the register

✗ What this form is NOT for

You cannot use this form to file a second filing of a document delivered under the Companies Act 1985 regardless of whether it was delivered

A second filing of a document cannot be filed where it is correcting information that was originally not properly delivered. Form RP01 must be used in these circumstances



A10 21/02/2014 #57
COMPANIES HOUSE
A31H3X5E
A17 11/02/2014 #291
COMPANIES HOUSE

1 Company details

Company number	0	8	2	5	2	8	8	3
Company name in full	SURREY ASSAYS LIMITED							

► **Filing in this form**
Please complete in typescript or in bold black capitals

All fields are mandatory unless specified or indicated by *

2 Description of the original document

Document type ①	Annual Return - AR01							
Date of registration of the original document	d	d	m	m	y	y	y	y
	1	5	1	0	2	0	1	3

① Description of the original document

Please enter the document type (e.g. a Return of allotment of shares - SH01) and any distinguishing information if more than one document of that type was filed on the same day

3 Applicable documents

This form **only** applies to the following forms

AP01 Appointment of director
AP02 Appointment of corporate director
AP03 Appointment of secretary
AP04 Appointment of corporate secretary
CH01 Change of director's details
CH02 Change of corporate director's details
CH03 Change of secretary's details
CH04 Change of corporate secretary's details
TM01 Termination of appointment of director
TM02 Termination of appointment of secretary
SH01 Return of allotment of shares
AR01 Annual Return

4 Section 243 Exemption ②



If you are applying for, or have been granted, exemption under section 243 of the Companies Act 2006 and the document(s) you are updating contain(s) your usual residential address, please post this form along with the updated document(s) to the address below

The Registrar of Companies, PO BOX 4082, Cardiff, CF14 3WE

② If you are currently in the process of applying for or have been granted a Section 243 exemption, you may wish to check that you have not entered your usual residential address as the service address in the accompanying form (e.g. AP01 or CH01)

RP04

Second filing of a document previously delivered

 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	Denise Herrington
Company name	GBH Law Limited
Address	
Oak House	
Tanshire Park	
Shackleford Road	
Post town	Elstead
County/Region	Surrey
Postcode	G U 8 6 L B
Country	
DX	DX 58304 Godalming
Telephone	01252 704000
 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 can only use this form to file a second filing of a document delivered to the Registrar of Companies under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies	
<input type="checkbox"/> If you are updating a document where you have previously paid a fee, do not send a fee along with this form	
<input type="checkbox"/> You have enclosed the second filed document(s)	
<input type="checkbox"/> If the company to which this document relates has signed up to the PROOF (PROtected Online Filing) scheme, you must also deliver with this form, and the second filed document(s), a PRO3 form 'Consent for paper filing'	

 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
Section 243 exemption If you are applying for or have been granted a section 243 exemption, please post this whole form to the different postal address below The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE
 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

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)



A fee is payable with this form
Please see 'How to pay' on the
last page

You can use the WebFiling
Please go to www.companieshouse.gov.uk

☒ **What this form is for**
You may use this form to confirm
that the company information is
correct as at the date of this return
You must file an Annual Return at
least once every year

☐ **What this form is NOT for**
You cannot use this form to
give notice of changes to the
company's officers, registered office
or company type or information
relating to the company's
accounts

A326OWY7
A10 21/02/2014 #58
COMPANIES HOUSE
A31H3X56
A17 11/02/2014 #290
COMPANIES HOUSE

Part 1 Company details

The section must be completed by all companies.

Filing in this form
Please complete in typescript or in
bold black capitals

All fields are mandatory unless
specified or indicated by *

A1 Company details

Company number 0 8 2 5 2 8 8 3

Company name in full
1 SURREY ASSAYS LIMITED

1 Company name change
If your company has recently
changed its name, please provide
the company name as at the date of
this return

A2 Return date

Please give the annual return made up date. The return date must not be a future
date. The annual return must be delivered within 28 days of the date given below.
If you would like the company's made up date to be earlier than 1 October 2011,
please complete the AR01 appropriate for earlier made up dates.

Date of this return 2 1 5 1 0 2 0 1 3

2 Date of this return
Your company's return date
is usually the anniversary of
incorporation or the anniversary
of the last annual return filed at
Companies House. You may choose
an earlier return date but it must not
be a later date.

A3 Principal business activity

Please show the trade classification code number(s) for the principal
activity or activities 3

Classification code 1 9 9 9 9 9

Classification code 2

Classification code 3

Classification code 4

If you cannot determine a code, please give a brief description of your
business activity below

Principal activity
description

3 Principal business activity
You must provide a trade
classification code (SIC code 2007)
or a description of your company's
main business in this section.

A full list of the trade classification
codes are available on our website
www.companieshouse.gov.uk

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

A4**Company type ¹**

Please confirm your company type by ticking the appropriate box below (only one box must be ticked)

- ☐ Public limited company
☒ Private company limited by shares
☐ Private company limited by guarantee
☐ Private company limited by shares exempt under section 60
☐ Private company limited by guarantee exempt under section 60
☐ Private unlimited company with share capital
☐ Private unlimited company without share capital

¹ Company type

If you are unsure of your company type, please check your latest certificate of incorporation or our website: www.companieshouse.gov.uk

A5**Registered office address ²**

Building name/number ASHCOMBE COURT

Street WOOLSACK WAY

Post town GODALMING

County/Region SURREY

Postcode G U 7 1 L Q

² Change of registered office

This must agree with the address that is held on the Companies House record at the date of this return.

If the registered office address has changed, you should complete form AD01 and submit it together with this annual return

A6**Single alternative inspection location (SAIL) of the company records (if applicable) ³**

Building name/number

Street

Post town

County/Region

Postcode

³ SAIL address

This must agree with the address that is held on the Companies House record at the date of this return

If the address has changed, you should complete form AD02 and submit it together with this annual return.

A7**Location of company records ⁴**

Please tick the appropriate box to indicate which records are kept at the SAIL address in Section A6

- ☐ 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

⁴ Location of company records

If the company records are held at the registered office address do not tick any of the boxes in this section.

Certain records must be kept by every company while other records are only kept by certain company types where appropriate

If the records are not kept at the SAIL address, they must be available at the registered office

If any of the company records have moved from the registered office to the address in Section A6 since the last annual return, you must complete form AD03 and submit it together with this annual return.

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Part 2**Officers of the company**

This section should include details of the company at the date to which this annual return is made up

- ▶ For a **secretary** who is an individual, go to **Section B1**
- ▶ For a **corporate secretary**, go to **Section C1**
- ▶ For a **director** who is an individual, go to **Section D1**
- ▶ For a **corporate director**, go to **Section E1**

Continuation pages

Please use a continuation page if you need to enter more officer details

Secretary**B1****Secretary's details 1**

Please use this section to list all the secretaries of the company
For a corporate secretary, complete Section C1-C4.

Title*

Full forename(s)

Surname

Former name(s) 2

1 Secretary appointments

You may not use this form to appoint a secretary. To do this, please complete form AP03 and submit it together with this annual return.

Corporate details

Please use **Section C1-C4** to enter corporate secretary details.

Secretary details

All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH03.

2 Former name(s)

Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

B2**Secretary's service address 3**

Building name/number

Street

Post town

County/Region

Postcode

Country

3 Service address

If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Corporate secretary**C1****Corporate secretary's details ¹**

Please use this section to list all the corporate secretaries of the company

Corporate body/firm
name

Building name/number

Street

Post town

County/Region

Postcode

Country

¹ Corporate secretary appointments

You cannot use this form to appoint a corporate secretary. To do this please complete form AP04 and submit it together with this annual return.

Corporate secretary details

All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH04.

This information will appear on the public record.

C2**Location of the registry of the corporate body or firm**

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

- Yes Complete **Section C3** only
- No Complete **Section C4** only

C3**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

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

C4**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 ⁴If applicable, the
registration number**⁴ 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.

AR01**Annual Return**

(For returns made up to a date on or after 1 October 2011)

Director

D1		Director's details
		Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4
Title*	PROFESSOR	
Full forename(s)	JOSEPHINE	
Surname	ARENDT	
Former name(s) ²		
Country/State of residence	UNITED KINGDOM	
Nationality	BRITISH	
Date of birth	d 1 3 m 0 2 y 1 9 4 1	
Business occupation (if any)	SCIENTIST	

1 Director appointments
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details
Please use Section E1-E4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

2 Former name(s)
Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

D2		Director's service address
Building name/number	THE COMPANY'S REGISTERED	
Street	OFFICE	
Post town		
County/Region		
Postcode		
Country		

3 Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Director**D1****Director's details 1**

Please use this section to list all the directors of the company
For a corporate director, complete Section E1-E4.

Title*	DOCTOR
Full forename(s)	BENITA ANNE
Surname	MIDDLETON
Former name(s) 2	
Country/State of residence	UNITED KINGDOM
Nationality	BRITISH
Date of birth	2 9 03 19 54
Business occupation (if any)	NONE

1 Director appointments

You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details

Please use Section E1-E4 to enter corporate director details.

Director details

All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

2 Former name(s)

Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

D2**Director's service address 3**

Building name/number	THE COMPANY'S REGISTERED OFFICE
Street	
Post town	
County/Region	
Postcode	
Country	

3 Service address

If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01 - continuation page

Annual Return

(For returns made up to a date on or after 1 October 2011)



Director

D1	Director's details		<p>1 Director appointments You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.</p> <p>Corporate details Please use Section E1-E4 to enter corporate director details.</p> <p>Director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.</p> <p>2 Former name(s) Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.</p>															
	Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4																	
Title*	PROFESSOR																	
Full forename(s)	DEBRA JEAN																	
Surname	SKENE																	
Former name(s) 2																		
Country/State of residence	UNITED KINGDOM																	
Nationality	BRITISH																	
Date of birth	<table border="1"> <tr> <td>d</td><td>d</td><td>m</td><td>m</td><td>y</td><td>y</td><td>y</td><td>y</td> </tr> <tr> <td>1</td><td>4</td><td>0</td><td>4</td><td>1</td><td>9</td><td>5</td><td>6</td> </tr> </table>		d	d	m	m	y	y	y	y	1	4	0	4	1	9	5	6
d	d	m	m	y	y	y	y											
1	4	0	4	1	9	5	6											
Business occupation (if any)	UNIVERSITY PROFESSOR																	

D2	Director's service address		<p>3 Service address If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.</p> <p>This information will appear on the public record.</p>							
Building name/number	THE COMPANY'S REGISTERED OFFICE									
Street										
Post town										
County/Region										
Postcode	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>									
Country										

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Corporate director

E1	Corporate director's details ¹	
	Please use this section to list all the corporate directors of the company	
Corporate body/firm name		
Building name/number		
Street		
Post town		
County/Region		
Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Country		
	<p>¹ Corporate director appointments You cannot use this form to appoint a corporate director. To do this, please complete form AP02 and submit it together with this annual return.</p> <p>Corporate director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH02.</p> <p>This information will appear on the public record</p>	
E2	Location of the registry of the corporate body or firm	
	Is the corporate director registered within the European Economic Area (EEA)?	
	<p>► Yes Complete Section E3 only</p> <p>► No Complete Section E4 only</p>	
E3	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		
	<p>² EEA A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk</p> <p>³ This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)</p>	
E4	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 ⁴		
If applicable, the registration number		
	<p>⁴ 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</p>	

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Part 3**Statement of capital**

Does your company have share capital?

- **Yes** Complete the sections below and the following **Part 4**
 ► **No** Go to **Part 5 (Signature)**

¹ This should reflect the company's capital status at the made up date of this annual return.

F1**Share capital in pound sterling (£)**

Please complete the table below to show each class of shares held in pound sterling

If all your issued capital is in sterling, only complete **Section F1** and then go to **Section F4**

Class of shares (E.g. Ordinary/Preference etc.)	Amount paid up on each share ²	Amount (if any) unpaid on each share ²	Number of shares ³	Aggregate nominal value ⁴
ORDINARY	£1 00		100	£ 100 00
				£
				£
				£
Totals			100	£ 100 00

F2**Share capital in other currencies**

Please complete the table below to show any class of shares held in other currencies

Please complete a separate table for each currency

Currency				
Class of shares (E g Ordinary/Preference etc.)	Amount paid up on each share 2	Amount (if any) unpaid on each share 2	Number of shares 3	Aggregate nominal value 4
Totals				

Currency				
Class of shares (E.g. Ordinary/Preference etc.)	Amount paid up on each share 2	Amount (if any) unpaid on each share 2	Number of shares 3	Aggregate nominal value 4
Totals				

F3**Totals**

Please give the total number of shares and total aggregate nominal value of issued share capital

Total number of shares

Total aggregate
nominal value ⁵

⁵ **Total aggregate nominal value**
Please list total aggregate values in different currencies separately. For example £100 + €100 + \$10 etc

² Including both the nominal value and any share premium.

⁴ Number of shares issued multiplied by nominal value of each share

³ Total number of issued shares in this class.

Continuation Pages

Please use a Statement of Capital continuation page if necessary

AR01**Annual Return**

(For returns made up to a date on or after 1 October 2011)

F4**Statement of capital (Voting rights)**

Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in **Sections F1 and F2**.

Class of share	ORDINARY
Voting rights	EACH SHARE SHALL ENTITLE THE HOLDER TO ONE VOTE AND THE RIGHT TO PARTICIPATE IN DIVIDENDS. THEY SHALL RANK EQUALLY ON A CAPITAL DISTRIBUTION (INCLUDING ON A WINDING UP). THEY SHALL NOT CONFER A RIGHT OF REDEMPTION
Class of share	
Voting rights	
Class of share	
Voting rights	
Class of share	
Voting rights	

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Part 4**Shareholders**

Does your company have share capital?

- **Yes** Go to **Section G1** 'Companies with share capital'
- **No** Go to **Part 5 (Signature)**

G1**Companies with share capital**

Question 1

Were any of the company's shares admitted to trading on a market at any time during this return period? Please tick the appropriate box below ¹

- ☒ **No** go to **Section G2** 'Past and present shareholders'
- ☐ **Yes** go to **Question 2**

Question 2

Please only refer to Question 2 below if you have answered 'Yes' to Question 1. If you answered 'No', please go to **Section G2** 'Past and present shareholders'Did the company, throughout the return period, have any shares admitted to trading on a relevant market and was it, throughout the return period, an issuer to which DTR5 applies? Please tick the appropriate box below ²

- ☐ **No** go to **Section G4** 'Shareholders who hold at least 5% of any class of shares of the company as at the made up date of the return'
- ☐ **Yes** go to **Part 5 (Signature)**

¹ A market is one established under the rules of a UK recognised investment exchange or any other regulated markets in or outside of the UK, or any other market outside of the UK. The current UK recognised investment exchanges and regulated markets can be found at www.fsa.gov.uk/register/exchanges.do

² DTR5 refers to the Vote Holder and Issuer Notification Rules contained in Chapter 5 of the Disclosure and Transparency Rules source book issued by the Financial Services Authority. Notification is required when the percentage acquisition of a shareholder in the company has reached a certain threshold (starting at 3%)

G2**List of past and present shareholders ³**

The company is required to provide a full list of past and present shareholders if one was not included with either of the last two returns. Please tick the appropriate box below:

- ☐ There were no shareholder changes in this period. Go to **Part 5 (Signature)**
- ☐ A full list of shareholders is enclosed
- ☒ A list of shareholder changes is enclosed

How is the list of shareholders enclosed? Please tick the appropriate box below:

- ☒ The list of shareholders is enclosed on paper. Go to **Section G3** 'List of past and present shareholders'
- ☐ The list of shareholders is enclosed in another format. Go to **Part 5 (Signature)**

³ This section only applies to companies answering 'No' in Section G1

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

G3

List of past and present shareholders ¹

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

¹ Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders

Please use a 'List of past and present shareholders' continuation page if necessary

This section only applies to companies answering 'No' to Question 1 in Section G1

Shareholder's Name (Address not required)	Class of share	Shares or stock currently held	Shares or stock transferred (if appropriate)	
		Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
JOSEPHINE ARENDT	ORDINARY	29		/ /
CHRISTINE GOODYEAR	ORDINARY	0	1	30 / 07 / 2013
DENISE HERRINGTON	ORDINARY	0	1	30 / 07 / 2013
BENITA ANNE MIDDLETON	ORDINARY	51		/ /
DEBRA JEAN SKENE	ORDINARY	20		/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /

(For returns made up to a date on or after 1 October 2011)

Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return

► **Go to Part 5 (Signature)**

Further shareholders
Please use a 'Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return' continuation page if necessary

AR01/12

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Part 5

Signature

This must be completed by all companies.

I am signing this form on behalf of the company

Signature

Signature

X

J. Arendt

X

This form may be signed by
Director 1, Secretary, Person authorised 2, Charitable commission receiver and
manager, CIC manager, Judicial factor

1 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


2 Person authorised


Under either section 270 or 274 of the Companies Act 2006

AR01


Annual Return


(For returns made up to a date on or after 1 October 2011)


	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	GBH Law Limited
Address	Oak House
	Tanshire Park
	Shackleford Road
Post town	Elstead
County/Region	Surrey
Postcode	G U 8 6 L B
Country	
Dx	
Dx	58304 Godalming
Telephone	01252 704000

	Checklist
We may return forms completed incorrectly or with information missing.	

Please make sure you have remembered the following:	
<input type="checkbox"/>	That if the made up date of the return is any earlier than 1 October 2011, you must complete the appropriate form AR01
<input type="checkbox"/>	The company name and number match the information held on the public Register.
<input type="checkbox"/>	You have completed your principal business activity
<input type="checkbox"/>	You have not used this form to make changes to the registered office address
<input type="checkbox"/>	You have not used this form to make changes to secretary and director details
<input type="checkbox"/>	You have fully completed the Statement of capital (if applicable)
<input type="checkbox"/>	You have signed the form
<input type="checkbox"/>	You have enclosed the correct fee

	Important information
Please note that all information on this form will appear on the public record.	


	How to pay
A fee of £40 is payable to Companies House in respect of an Annual Return. Make cheques or postal orders payable to 'Companies House'	

	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 NR 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