

# AD01

Laserform

## Change of registered office address

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 change  
a company's registered office  
address.

☐ **What this form is for**  
You cannot use this form to  
change the registered office of a  
Limited Liability Partnership.  
If you do this, please use form  
Change of registered office of  
a limited liability partnership.

TUESDAY



A26 \*A68YITDM\* #64  
COMPANIES HOUSE

### 1 Company details

Company number 0 9 4 0 6 7 3 0

Company name in full AA CLEANING LIMITED

→ **Filling in this form**  
Please complete in typescript or in  
bold black capitals.

All fields are mandatory unless  
specified or indicated by \*

### 2 New registered office address ①

The change in registered office address does not take effect until the Registrar  
has registered this notice.

A person may validly serve any document on the company at its previous  
registered office for 14 days from the date that a change of registered office is  
registered.

Building name/number 106

Street Theobald Street

Post town Borehamwood

County/Region Hertfordshire

Postcode W D 6 4 P X

① **Change of registered office**  
For England and Wales companies,  
the address provided can either be  
in England or Wales.

For Welsh companies, the address  
provided must be in Wales.

For companies registered in Scotland  
or Northern Ireland, the address  
provided must be in Scotland or  
Northern Ireland respectively.

### 3 Signature

I am signing this form on behalf of the company.

Signature

Signature

X

X

This form may be signed by:  
Director ②, Secretary, Person Authorised ③, 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.

## AD01

### Change of registered office address



#### 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

Address

Post town

County/Region

Postcode

Country

DX

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 provided the new registered office address in section 2.
- ☐ The registered office is in the location where the company was registered e.g. England and Wales, Wales, Scotland, Northern Ireland.
- ☐ 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.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)**

- ☐ You have signed the form  
Wales, Scotland, Northern Ireland:  
company was registered e.g. England and Wales.
- ☐ The registered office is in the location where the  
address in section 5.
- ☐ You have provided the new registered office  
information paid on the public Register.
- ☐ The company name and number were the  
following:

Please make sure you have remembered the

with information missing.

We may return forms completed incorrectly or

### Checklist

1. Name	
2. Address	
3. City	
4. Country	
5. Telephone	
6. Fax	
7. E-mail	
8. Website	
9. Other	
10. Other	
11. Other	
12. Other	
13. Other	
14. Other	
15. Other	
16. Other	
17. Other	
18. Other	
19. Other	
20. Other	

Visible to researchers of the public record  
on the form. The contact information you give will be  
you do not wish Companies House to have a duty  
you do not wish to give any contact information, but if

### Presenter information

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

forms page on the website at

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For further information please see the guidance notes

### Further information

DX 161 M'B Belfast 1  
Belfast, Northern Ireland, BT5 8BC  
Second Floor, The Linen Hall, 35-37 Linen Hall Street  
The Registrar of Companies, Companies House  
For companies registered in Northern Ireland:

C. 16 - 4 Edinburgh 5 (regal post)  
DX ED532 Edinburgh 1  
130 Edinburgh Road, Edinburgh, Scotland, EH3 8EP  
Edinburgh Road, Edinburgh, Scotland  
The Registrar of Companies, Companies House  
For companies registered in Scotland:

DX 30080 Cardiff  
Cardiff Way, Cardiff, Wales, CF14 3UN  
The Registrar of Companies, Companies House  
For companies registered in England and Wales:

return it to the appropriate address below:

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### Where to send

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Please note that all information on this form will

### Important information

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