



TM02

Termination of appointment of secretary



Companies House

Go online to file this information

www.gov.uk/companieshouse

☒ **What this form is for**
You may use this form to terminate the appointment of a secretary (individual or corporate).

☒ **What this form is NOT for**
You cannot use this form if terminating the appointment of a director. To do this, please use TM01 'Termination of appointment of director'.

TUESDAY



A9XH21RC

A09

02/02/2021

#14

COMPANIES HOUSE

1 Company details

Company number 0 9 4 9 9 4 9 6

Company name in full St Edmundsbury and Ipswich Diocesan Multi-Academy Trust

→ Filling in this form

Please complete in typescript or in bold black capitals.

All fields are mandatory unless specified or indicated by *

2 Secretary's current details on the Register

Please give us the current appointment details of this secretary held on the public Register.

Title* Mrs

Full forename(s) Michelle Tina

Surname/Corporate name Roots

3 Termination date¹

Date of termination of appointment 0 2 1 2 2 0 2 0

¹ Only one secretary appointment can be terminated per form.

4 Signature

I am signing this form on behalf of the company.

Signature

Signature

X Jane Sheat X

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.

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.

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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	Mrs Jane Sheat
Company name	St Edmundsbury and Ipswich
Diocesan Multi-Academy Trust	
Address	4 Cutler Street
Post town	Ipswich
County/Region	Suffolk
Postcode	I P I I U Q
Country	UK
DX	
Telephone	01473298560

**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 correctly entered the name of the secretary being terminated.
- ☐ You have included the date of termination.
- ☐ 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