

AP03

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 appoint
an individual as a secretary.

☐ **What this form is NOT**
You cannot use this form
appointing a corporate s
To do this, please use for
AP04 'Appointment of co
secretary'.

THURSDAY



A32 *A62C8ML4* #20
16/03/2017
COMPANIES HOUSE

1 Company details

Company number 20473193

Company name in full S GALE SERVICES LIMITED

→ Filling in this form

Please complete in typescript or in
bold black capitals.

All fields are mandatory unless
specified or indicated by *

2 Date of secretary's appointment

Date of appointment 08 03 2017

3 New secretary's details

Title* MRS

Full forename(s) NICOLA HEATHER

Surname GALE

Former name(s) ^① ERKIERT

① Former name(s)

Please provide any previous names
(including maiden or married names)
which have been used for business
purposes in the last 20 years.

Continue in section 7 if required.

4 New secretary's service address ^②

Please complete your service address below.

Building name/number 26 BA

Street LANESIDE AVENUE

Post town SUTTON COLDFIELD

County/Region WEST MIDLANDS

Postcode B74 2BZ

Country UK - ENGLAND

② Secretary's service address

This is the address that will
appear on the public record. This
does not have to be your usual
residential address.

Please state 'The Company's
Registered Office' if your service
address is recorded in the company's
register of secretaries as the
company's registered office.

If you provide your residential
address here it will appear on the
public record.

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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	SAM CALE
Company name	S CALE SERVICES LTD
Address	26 LANESIDE AVENUE
Post town	SUTTON COLDFIELD
County/Region	WEST MIDLANDS
Postcode	B74 2BZ
Country	UK - ENGLAND
DX	
Telephone	01922 214 966

**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 completed the date of appointment.
- ☐ You have provided the service address.
- ☐ 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.
- ☐ You have included all former names used for business purposes over the last 20 years.
- ☐ You have ticked the consent to act statement.
- ☐ 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

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Consent to act as secretary

Please tick the box to confirm consent.



The company confirms that the person named in section 3 has consented to act as a secretary of the company named in section 1.

6

Signature

I am signing this form on behalf of the company.

Signature

Signature

X



X

This form may be signed and authorised by:

Director¹, Secretary, Person authorised², Administrator, Administrative Receiver, Receiver, Receiver manager, Charity 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.

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Additional former names (continued from Section 3)Former names¹

¹ Additional former names

Use this space to enter any additional names.

Additional forms may be obtained from the following:

C/C manager, judicial factor,
 receiver, receiver-manager, company commissioner, receiver and manager,
 Director of Societate, person authorized, Administrator, Administrative Receiver,
 this form may be signed and authorized by:

X _____ X
 2. Signature

the Companies Act 2006,
 upon either section 510 or 514 of
 the Act authorized

signing person's responsibility
 of which section of the Act the person
 designates director, that individual director
 of a public company (25) business
 in the United Kingdom under the Act

0954008E 261010Z
Needed not both parties at each port li

ynsqmoo sht) lo flasted no marat zift gungiciz mas l

2
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☒ to act as a secretary of this company, issued in section 1.

☐ After company confirms that the person named in section 3 has consented to be a director, please tick the box to confirm consent.

Consent to act as secretary

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